

# **Gaelscoil Eoghain Uí Thuairisc**

## **Pupil I.C.T. Acceptable Usage Policy**

We, as educationalists, believe in the benefits of curriculum-based internet use. The purpose of the I.C.T. Acceptable Usage Policy is to ensure that pupils will benefit from learning opportunities offered by the school's internet resources, and will be protected from harmful and illegal use of the Internet.

Gaelscoil Eoghain Uí Thuairisc will employ a number of strategies to maximise learning opportunities and reduce risks associated with I.C.T.

### **These strategies are as follows:**

1. Acceptable Usage Policy (AUP)
2. Education
3. Filtering/Monitoring

### **Sanctions**

If a pupil deliberately misuses the internet or email, this will result in disciplinary action, including the withdrawal of access privileges. Parents/guardians will receive written notification of misuse by a pupil.

### **Internet**

1. Internet will be used for educational purposes only
2. Internet sessions will always be supervised by a teacher
3. Pupils will seek permission before entering any websites or using any Apps, unless previously approved by a teacher
4. Filtering, as provided by the NCTE, will be used to minimise the risk of exposure to inappropriate material
5. The school will regularly monitor pupils' internet usage at school
6. Pupils will receive training in the area of internet safety
7. Teachers will be made aware of internet safety issues
8. Uploading and downloading of non-approved material is banned
9. Virus protection software will be used and updated on a regular basis

10. The use of personal memory sticks, external storage devices in school requires a teacher's permission
11. Pupils are not allowed to bring personal devices capable of accessing the internet to school e.g. smart phones, smart watches etc.
12. Pupils will observe good "netiquette" (etiquette on the internet) at all times and will not undertake any action that may bring the school into disrepute
13. 'YouTube' (and similar sites) can be accessed only under the supervision and direction of the teacher.

### **Email**

If pupils are allowed to use email, the following rules will apply:

1. Email will be used for educational purposes only
2. Students will only use approved class email accounts under supervision by or permission from a teacher
3. Pupils will not send or receive any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person
4. Pupils will not send text messages to or from school email
5. Pupils will not reveal their own or other people's personal details e.g. addresses, telephone numbers, or pictures via school email
6. Pupils will never arrange to meet someone via school email
7. Sending or receiving email attachments is subject to teacher permission.

### **Social Media**

Students are not permitted to use social media platforms.

### **School Website**

Designated teachers will manage the publication of material on the school website.

1. Personal pupil information, home addresses and contact details will not be published on the school website
2. Class lists will not be published
3. Pupils' full names will not be published beside their photograph
4. Digital photographs, video clips and audio clips will usually focus on groups and group activities rather than on individual pupils

## **Education**

Gaelscoil Eoghain Uí Thuairisc will undertake an education programme to educate children on the safe, responsible use of the Internet.

21<sup>st</sup> century life presents dangers including violence, racism and exploitation from which children and young people need to be protected. At the same time they need to learn to recognise and avoid these risks – to become internet wise.

## **Resources that may be used to implement this programme include**

- NCTE Internet Safety Awareness Video
- Use of the 'Kids' section on the [www.webwise.ie](http://www.webwise.ie) website
- SAFT Internet Safety Awareness Education Programme and exemplars

## **Filtering**

'Filtering' is a term used to describe a way of limiting the content of web pages, emails, chat rooms and other electronic data to which users may be exposed. No filter is 100% accurate. The most effective filtering tool is adult vigilance.

The access to websites from all school computers is monitored and regularly reviewed by the NCCA. Websites are only allowed through following a verification of their suitability.

## **Distance /Remote Learning:**

Should it be necessary for the school community to partake in distance/remote learning, the school will work to maintain the link between school and home and between teacher and pupils. Online collaboration is essential for distance learning and to this end teachers will use the online platform SeeSaw to engage with pupils. Aladdin Connect will also be used to maintain the home school link. The school's Code of Behaviour is applicable to distance /remote teaching and learning, as are the school's Anti-bullying Policy and ICT Acceptable Use Policy.

**Assistive Technology Scheme:** There is now an exceptionally wide range of technological or software support available which can provide assistance to pupils in

schools and which has potential to assist children in their degree of improvement /completion of homework, or which could assist them to achieve a degree of improvement to their learning. This Acceptable Use Policy governs the use of such technological or software support provided to a pupil under the Assistive Technology Scheme.

In the case of a laptop/tablet, it will be used solely by the designated pupil and will not be used by or transferred to a third party. The laptop/tablet will be used solely to assist with learning and other school related activities. Only school approved programmes, packages/applications and websites may be used.

## **Gaelscoil Eoghain Uí Thuairisc**

A thuismitheoirí,

As part of the school's education programme, we offer pupils supervised access to the Internet. This will allow pupils vast educational opportunities by helping them locate material for projects, communicate with students from different cultures, become independent in controlling their own research and become independent learners etc.

While we, as educationalists, recognise the value of the Internet as a resource, we must also acknowledge the potential risks to students. We feel that the answer is not to ban the use of the Internet in school but to teach pupils to recognise the risks and to become **Internet Wise**. We also allow limited access to 'YouTube' on a strictly supervised basis. This is to allow access to a huge range of educational material. The filter to prevent access to unsuitable material on YouTube is also in operation.

**This process is the responsibility of the school and the parent/guardian.**

For this reason we have compiled a Pupil I.C.T. Acceptable Usage Policy of which Internet usage is a part. Parents must also set and convey standards of usage to their children.

It is important that you read the school's Acceptable Use Policy. There is also a document for pupils. Parents should discuss this document with their children to ensure that they clearly understand the school rules with regard to Internet usage and the use of technology. Should you have any queries regarding any aspect of the policy, please contact me within the next 10 working days, otherwise we will take it that you have accepted the policy in its entirety.

Is mise,

Le meas,

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**Aingeal Uí Dhálaigh (Príomhoide)**

**Dáta : 25/09/2020**

# Gaelscoil Eoghain Uí Thuairisc

## Responsible Internet Use Pupil Undertaking

We use the School and Internet connection for learning.

These rules will help us to be fair to others and keep everyone safe.

- I will ask permission before entering any website, unless my teacher has already approved that site
- I will not bring external storage devices such as or memory sticks/USB keys etc. into school without permission
- I will not use email for personal reasons
- I will only use email for school projects and with my teacher's permission
- The messages I send will be polite and sensible
- When sending e-mail, I will not give my home address or phone number or arrange to meet anyone
- I will ask for permission before opening an e-mail or an e-mail attachment
- I will not use internet chat rooms
- If I see anything I am unhappy with or if I receive a message I do not like, I will tell a teacher immediately
- I know that the school may check my computer files and may monitor the sites I visit
- I understand that if I deliberately break these rules, I could be stopped from using the Internet and computers and my parents will be informed.

**An dréacht seo** : Meán Fómhair 2020

**Athbhreithniú**: Samhradh 2022

**Síniú**: \_\_\_\_\_

thar ceann an Bhoird Bhainistíochta

**Dáta**: \_\_\_\_\_