



Whole School Acceptable Use Policy

The aim of this Acceptable Use Policy is to ensure that pupils will benefit from learning opportunities offered by the school's Internet resources in a safe and effective manner. Internet use and access is considered a school resource and privilege. Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.

It is envisaged that the school and parent representatives will revise the AUP annually. Before signing, the AUP should be read carefully to ensure that the conditions of use are accepted and understood.

School's Strategy:

The school will employ a number of strategies in order to maximize learning opportunities and reduce risk associated with the Internet. These strategies are as follows:

General

- Internet sessions will always be supervised by a teacher
- Filtering software and/or equivalent will be used in order to minimize the risk of exposure to inappropriate material.
- The school will regularly monitor pupils' Internet usage.
- Students and teachers will be provided with training in the area of Internet Safety.
- Uploading and downloading of non-approved software will not be permitted.
- Virus protection software will be used and updated on a regular basis.
- The use of personal floppy discs or CD ROMs in school requires a teacher's permission.
- Students will observe good "netiquette" (i.e., etiquette on the Internet) at all times and will not undertake any actions that may bring the school into disrepute.

World Wide Web

- Students will not visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- Students will use the Internet for educational purposes only
- Students will never disclose or publicise personal information.
- Students will be aware that any usage, including distributing or receiving information, school-related or personal, may be monitored for unusual activity, security and/or network management reasons.

Email

- Students will use approved class email accounts under supervision by or permission from a teacher.
- Students will not send or receive any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person.
- Students will not reveal their own or other people's details, such as addresses or telephone numbers or pictures.
- Students will not arrange a face-to-face meeting with someone they only know through emails or the Internet.
- Students will note that sending and receiving email attachments is subject to permission from their teacher.

Activities designed to develop computing abilities,**Test handling**

Use of word processors to compose, edit and revise text.

Information handling

Use of databases, spreadsheets, word processors, graph plotting to store, analyse and display information.

Simulations

Use of simulation software and consideration of the benefits and limitations of this method of learning.

Sound and graphics

Use of computer systems to compose and play music, use of drawing and design packages in the visual arts.

Impact and value of ICT

Learning about and discussing the applications of computer software from their own uses and by considering uses outside school.

Language

Generation of text, editing and revising text, composition of pages, booklets, news sheets and reports, sending and retrieving email, developing awareness of use of new technologies in mass media.

Mathematics

Using spreadsheets and other generic packages to solve numerical problems, using computers to investigate patterns, carrying out investigations and problem solving activities based upon computer simulations.

Environmental studies

Using word processors to produce a report, using database to store, process and retrieve information, using spreadsheets to store, analyse and interpret data, using simulations to investigate scientific and technological process, geographical phenomena, and historical events; investigating and considering the effects of new technologies.

Religious/moral education

Using word processors to generate text, develop an appreciation of the ethical and moral issues associated with the use of computers.

Blended learning (September 2020)

In light of Covid 19 the school has selected the online tool Seesaw as their approach to blended learning. Before implementing this approach the school will request permission from the parent body. This is done via Aladdin Connect.

School Website

- Pupils may be given the opportunity to publish projects, artwork or school work on the World Wide Web.
- In this event the publication of student work would be coordinated by a teacher.
- Pupil's work may only appear in an educational context on Web pages with a copyright notice prohibiting the copying of such work without express written permission.
- Parental permission will be sought before any material goes on the website. While digital photographs, audio or video clips of individual students may be published on the school website (permission sought) we will try to use photographs, audio and video clips that focus on group activities. Video clips may be password protected.
- Personal pupil information including home address and contact details will be omitted from school web pages.
- Pupils will continue to own the copyright of any work published.

Legislation

Teachers, students and parents should familiarise themselves with:

- GDPR Act 2018.
- Data Protection (Amendment) Act 2003
- Child Trafficking Act 1998.
- Interception Act 1993.
- Video Recordings Act 1989.
- The Data protection Act 1988.

Support Structures

The school will inform students and parents of key support structures and organisations that deal with illegal material or harmful use of the Internet.

Sanctions

Misuse of the Internet may result in disciplinary action, including written warnings, withdrawal of access privileges and, in extreme cases, suspension or expulsion. The school also reserves the right to report any illegal activities to the appropriate authorities.



Re: Internet Permission Form

Dear Parent/Guardian,

As part of the school's education programme we will be offering pupils supervised access to the Internet as soon as the system is up and running. This allows the students access to a large array of online educational resources that we believe can greatly enhance students' learning experience.

However, access to and use of the Internet requires responsibility on the part of the user and the school. These responsibilities are outlined in the schools' Acceptable Use Policy (enclosed). It is important that enclosed document is read carefully, signed buy a parent or guardian and returned to school.

Although the school will take active steps to promote safe use of the Internet, it recognizes the possibility that students may accidentally or deliberately access inappropriate or objectionable material.

The school respects each family's right to decide whether or not to allow their children access to the Internet as defined by the school's Acceptable Use Policy.

Having read the terms of our school's Acceptable Use Policy, you may like to take a moment to consider how the Internet is used in your own home, and see if there is any way you could make it safer for your family.

Le gach dea-ghui,
Mr Fenton