

Acceptable Use Policy

Gaelscoil Ros Eo Acceptable Use Policy

Gaelscoil Ros Eo,
CLG Naomh Maur,
Ros Eo,
Co. Átha Cliath

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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.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 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.

This version of the AUP was created on May 12th 2011.

by Sinéad ní Ghuibhir, Principal, in consultation with the Board of Management, school staff and parents.

School's Strategy

The school employs a number of strategies in order to maximise learning opportunities and reduce risks associated with the Internet. These strategies are as follows:

General

Internet sessions will always be supervised by a teacher.

Filtering software and/or equivalent systems will be used in order to minimise 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 memory sticks, CD-ROMs, or other digital storage media in school requires a teacher's permission.

Students will treat others with respect at all times and will not undertake any actions that may bring the school into disrepute.

World Wide Web

Students will not intentionally visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.

Students will report accidental accessing of inappropriate materials in accordance with school procedures.

Students will use the Internet for educational purposes only.

Students will not copy information into assignments and fail to acknowledge the source (plagiarism and copyright infringement).

Students will never disclose or publicise personal information.

Downloading materials or images not relevant to their studies, is in direct breach of the school's acceptable use policy.

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 personal details, such as addresses or telephone numbers or pictures.

Students will never 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.

Internet Chat

Students will only have access to chat rooms, discussion forums, messaging or other electronic communication forums that have been approved by the school.

Chat rooms, discussion forums and other electronic communication forums will only be used for educational purposes and will always be supervised.

Username will be used to avoid disclosure of identity.

Face-to-face meetings with someone organised via Internet chat will be forbidden.

School Website

Pupils will be given the opportunity to publish projects, artwork or school work on the World Wide Web in accordance with clear policies and approval processes regarding the content that can be loaded to the school's website

The website will be regularly checked to ensure that there is no content that compromises the safety of pupils or staff.

Website using facilities such as guestbooks, noticeboards or weblogs will be checked frequently to ensure that they do not contain personal details.

The publication of student work will be co-ordinated by a teacher.

Pupils' work will appear in an educational context on Web pages with a copyright notice prohibiting the copying of such work without express written permission.

The school will endeavour to use digital photographs, audio or video clips focusing on group activities. Content focusing on individual students will not be published on the school website without the parental permission. Video clips may be password protected.

Personal pupil information including home address and contact details will be omitted from school web pages.

The school website will avoid publishing the first name and last name of individuals in a photograph.

The school will ensure that the image files are appropriately named – will not use pupils' names in image file names or ALT tags if published on the web.

Pupils will continue to own the copyright on any work published.

Personal Devices

Pupils using their own technology in school, such as leaving a mobile phone turned on or using it in class, sending nuisance text messages, or the unauthorized taking of images with a mobile phone camera, still or moving is in direct breach of the school's acceptable use policy.

Form Ceada/ Permission Form

Féach le do thoil ar an bPolasaí Úsáide Inghlactha, sínigh agus cuir ar ais an fhoirm cheada seo chuig an bPríomhoide.

Please read the School's Acceptable Use Policy, sign the form and return it to the Principal

Gaelscoil Ros Eo

Ainm an Dalta/ Child's Name: _____

Rang/Class: _____

Dalta

Comhaontaím Polasaí Úsáide Inghlactha na scoile a leanúint maidir le húsáid an Idirlín. Bainfidh mé úsáid as an Idirlíon ar bhealach freagrach agus comhlíonfaidh mé na rialacha ar fad a mhíneoidh an scoil dom.

I accept the School's Acceptable Use Policy relating to Internet Use. I will use the internet in a responsible manner and will conform to all of the rules that are explained to me at school.

Síniú an Dalta

Dáta:

Tuismitheoir/Caomhnóir/ Parent/ Guardian

Mar thuismitheoir/Caomhnóir dlíthiúil an dalta thuas tá an Polasaí Úsáide Inghlactha léite agam agus tugaim cead do mo mhac nó iníon rochtain a dhéanamh ar an Idirlíon. Tuigim go bhfuil rochtain Idirlín leagtha amach chun críocha oideachais. Tuigim freisin go bhfuil gach réamhchúram réasúnach glactha ag an scoil chun soláthar a dhéanamh do shábháilteacht ar líne ach ní féidir freagracht a bheith ar an scoil má dhéanann daltaí rochtain ar ghréasáin mhí-oiriúnacha.

As the legal parent/ guardian of the above named child, I have read the School's Acceptable Use Policy and give my son/ daughter permission to access the internet. I understand that internet access is made available for educational use. I also understand that every reasonable effort is made by the school to ensure online safety and that the school will accept no responsibility if the child accesses unsuitable websites.

Glacaim leis an alt thuas Ní ghlacaim leis an alt thuas

I accept the above paragraph I do not accept the above paragraph

(Cuir tic sa bhosca cúí)

(Tick the appropriate box)

Maidir le gréasán na scoile tuigim sa chás gur cúí leis an scoil sin gur féidir obair scoile mo linbh a roghnú le cur ar ghréasán na scoile. Tuigim téarmaí an Pholasaí Úsáide Inghlactha agus glacaim leo maidir le hobair leanáí a fhoilsiú ar ghréasán na scoile.

In relation to the school website, I understand that the school may choose my child's work to be displayed online. I understand the terms of the Acceptable Use Policy and accept them in relation to a child's work being published on the school website.

Glacaim leis an alt thuas Ní ghlacaim leis an alt thuas

I accept the above paragraph I do not accept the above paragraph

(Cuir tic sa bhosca cúí)

(Tick the appropriate box)

Síniú/ Signature:

_____ Dáta/ Dáta: _____

Seoladh/ Address:

_____ Teil/ Phone: _____

Legislation

The school will provide information on the following legislation relating to use of the Internet which teachers, students and parents should familiarise themselves with:

Data Protection (Amendment) Act 2003

Child Trafficking and Pornography 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.