

ASDEE NATIONAL SCHOOL



ACCEPTABLE USE POLICY (AUP) ON THE USE OF THE INTERNET

April 2024

The aim of this AUP 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 Therefore, if the school's AUP is not adhered to this privilege will be withdrawn and appropriate sanctions outlined in the AUP will be imposed.

It is envisaged that the board of Management and Teachers will revise the AUP regularly. Before signing, the AUP should be read carefully to indicate that the content is accepted and understood.

School's strategy Asdee National School will employ a number of strategies in order to maximise learning opportunities and reduce risks associated with the Internet.

These strategies are as follows.

- A teacher will always supervise Internet sessions.
- Websites will be previewed / evaluated using the NCTE's website evaluation model before being integrated into lessons.
- Access will be allowed only to a listed range of approved sites.
- A firewall is being used to minimise the risk of exposure to inappropriate material and to block unsuitable sites.
- The school will regularly monitor and archive pupils Internet usage by checking user files and history files.
- Students and teachers will be provided with training in the area of research techniques specific to the Internet.
- Uploading and downloading of non-approved software will not be permitted.
- Virus protection software is used and updated regularly.
- The use of personal memory sticks/cd's/dvd's in school is not allowed.

World Wide Web

- Students will not knowingly attempt to visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- In the event of accidentally accessing any of the above sites, the Student will immediately turn off the monitor and report the incident to a teacher or supervisor.
- Students will not spend time on non-educational matters and will use the Internet for educational purposes only.
- Students will not upload, download or otherwise transmit material that is copyrighted.
- Students will not disclose or publicize personal or confidential information for example classmates' home addresses, telephone numbers, name and location of their school.
- Students will not examine, change or use another person's files, user name or passwords.
- Students will be aware that any usage, including distributing or receiving of any 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 or permission of 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 refrain from sending on chain letters or forward messages without the permission of the sender.
- Students will not reveal their own or other people's personal details, such as addresses or telephone numbers or pictures.
- Students will not arrange to meet someone outside school via school email.
- Students will note that sending and receiving email attachments is subject to permission from their teacher.

Internet Chat

1. If parents feel their primary school age children are mature enough to use social networking sites such as facebook, X, snapchat, instagram etc it is the responsibility of the parent/guardian to monitor their child's site.
2. Students have no access to sites such as facebook, or youtube through Asdee N.S. and Asdee N.S. is not responsible for any pictures/photos or comments posted by the children on these sites.
3. Students will only have access to moderated chat rooms or discussion forums such as those found on the ScoilNet website.
4. Moderated chat rooms, discussion forums and news groups will only be used for educational purposes and will always be supervised.
5. User names will be used to avoid disclosure of identity.
6. Face to face meetings with someone organised via Internet chat will be forbidden.

Distance Learning

- In circumstances where teaching cannot be conducted on the school premises teachers may use online platforms agreed by the Principal & staff to assist with remote teaching where necessary.
- The school will sign up to the terms of service of the online platform used by the school.
- The school will enable the most up to date security and privacy features which these online platforms provide. Parents/Guardians must agree to monitor their children at all times while using online platforms or digital devices.
- If your child avails of using an ipad/laptop on loan from the school to help with or complete schoolwork Parents/Guardians must agree to monitor their child's usage of this device.
- Devices on loan from the school should be used for schoolwork only and should be returned with original chargers & accessories in the same condition as it was received.

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. e.g. An Garda Siochana

This policy was discussed and updated by staff & ratified by the Board of Management of Asdee N.S. in April 2024.

Chairperson; _____ Date: _____

Oliver Kearney

Principal: _____ Date: _____

Michelle Sheehy

ASDEE NATIONAL SCHOOL

Please complete and return this form to the Principal.

Name of Pupil: _____

Class: _____

Pupil

I agree to comply with the school AUP (Acceptable Use Policy) on the use of the Internet. I will use the network in a responsible way and observe all the restrictions explained to me by the school.

Pupil Signature: _____ Date: _____

Parent

As the parent or legal guardian of the above pupil, I have read the Acceptable Use Policy and grant permission for my son or daughter to access the Internet. I understand that Internet access is designed for educational purposes. I also understand that the school cannot be held responsible if pupils access unsuitable websites, but that every reasonable precaution has been taken by the school to provide for online safety.

Parent Signature: _____ Date: _____