



Scoil Náisiúnta Mhuire
Ballyleague
Co Roscommon
N39 PX49
Roll Number 18061T
Tel: 043 3321906

Whole School Plan for Acceptable Use Policy

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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.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 school and B.O.M. 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 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 made aware of the importance 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, 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 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.
- 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.

School Website / Blog

Regarding the use of the school website/blog:

- Pupils will be given the opportunity to publish details of projects, art-work, educational activities on the school website.
- The publication of student work will be co-ordinated by a teacher.
- Personal pupil information including home address, contact details will be omitted from school web pages.
- Only children's first names will be used on the school blog.

Personal Devices

- Pupils may not use their own personal technology devices in school.
- Pupils are not allowed to bring mobile phones/ ipads etc. to school.

Legislation

- Data Protection Act May 2018
- Child Trafficking and Pornography Act 1998
- Interception Act 1993
- Video Recordings Act 1989
- Children First Act 2015
- Children First: National Guidance for the Protection and Welfare of Children 2017
- Child Protection Procedures for Primary and Post Primary Schools 2017

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.

When using the school's internet facilities, should a pupil encounter something that gives rise to concern, or they believe may contravene the AUP, they should immediately tell their teacher.

Where a teacher believes the AUP is being contravened they should report the matter to the Principal.

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.

Ratification

The Board of Management ratified this policy document on 23rd June, 2021

This policy will be reviewed from time to time and maybe amended whenever the need arises or when circumstances require it.

Signature of Chairperson: Brenda Reynolds Date: 25/06/21

Signature of Principal: Catharine Fallon Date: 25.6.21

BALLYLEAGUE N.S.
ACCEPTABLE USE POLICY PERMISSION FORM

Please review the school Internet Acceptable Use Policy, sign and return this permission form to the Principal.

School Name: Ballyleague National School

Name of Pupil(s): _____

Class(es): _____

Parent/Guardian

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

I accept the above paragraph **I do not accept the above paragraph**
(Please tick as appropriate)

SIGNATURE: _____

DATE: _____