

Acceptable Use Policy Nicker N.S.

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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.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 is being updated in February 2023, in consultation with staff, Board of Management 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 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.
 - Students will not intentionally try to access internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.

- Students will report accidental accessing of inappropriate 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. Children will use school recording equipment strictly under teacher direction and supervision, for educational reasons only. Children will not take photos, or make audio or video recordings, on any device, of anyone, without the teacher's direction and supervision. Any recordings made will be treated strictly in accordance with Data Protection guidelines and shared only in accordance with parental consent.

In the interests of pupil privacy, it is requested that family members/friends present at school events would not take photos or make recordings of other children or share these on any platform.

Pupils are taught internet safety as part of our implementation of the SPHE curriculum. Internet safety advice and support opportunities are provided to pupils through specific Webwise lessons. (www.webwise.ie) Teachers are provided with continuing professional development opportunities in the area of internet safety and digital technology. Nicker National School regularly participates in Safer Internet Day activities to promote safer and more effective use of the internet.

All meetings will be password protected. As it is the responsibility of parents to receive the password/link, so too is it their responsibility not to share the password in order to protect the integrity of the meeting. All people involved in the meeting will conduct themselves in the same manner as would be expected in a regular class. The teacher, as the host of the meeting, has the right to eject any person from a synchronous engagement should they behave inappropriately. A parent is expected to be in the same room when a pupil is

engaging in a meeting. They should ensure that all online interactions are appropriate.

Members of the school community must not share images, videos, or other content online with the intention to harm another member of the school community regardless of whether this happens in school or outside.

Sharing explicit images and in particular explicit images of pupils and/or minors is an unacceptable and absolutely prohibited behaviour, with very serious consequences and sanctions for those involved. Sharing explicit images will be deemed a grave offence and will be dealt with in line with the school's Code of Behaviour and in conjunction with any necessary outside agencies.

Social Media

The following statements apply to the use of messaging, blogging and video streaming services in Nicker N.S.:

Use of video streaming sites such as YouTube and Vimeo etc. is permitted with the expressed permission from teaching staff only and under the direction and supervision of the teacher.

Members of the school community must not use social media and the internet in any way to harass, insult, abuse anyone. Personal information about pupils, staff and other members of the school community on social media. Similarly, it is asked that negative conversations or comments about the school or school community would not be posted on social media accounts.

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 fora 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.
- Usernames 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. 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 teachers.

- 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 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. Legislation The school can provide information on the following legislation relating to use of the Internet, with which teachers, students and parents should familiarise themselves :
 - Online Safety and Media Regulation 2022 • Data Protection Act 2018 • Child Trafficking and Pornography Act 1998

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.

Permission Form

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

Name of Pupil: _____ Class _____

Pupil I agree to follow the school's Acceptable Use Policy on the use of the Internet. I will use the Internet in a responsible way and obey all the rules explained to me by the school.

Pupil's Signature: _____ Date:

Signature of Parent/Guardian: _____ . Date