



Acceptable Usage Policy for Internet

1. Internet will be used for Educational Purposes only.
2. Internet sessions will always be supervised by a teacher.
3. Pupils will seek permission before entering any Internet site, unless previously approved by a teacher.
4. Search engines will be set for “Safe Searching”
5. The school will regularly monitor pupils’ internet usage.
6. Pupils will receive training in the area of Internet Safety.
7. Pupils will be taught to evaluate the content of Internet sites including the fact that the internet is an unregulated medium.
8. Teachers will be made aware of Internet Safety issues.
9. Uploading and downloading of non-approved material is banned.
10. Virus protection software will be used and updated on a regular basis.
11. The use of external storage devices DVD’s, CD-ROMS, USB pens or other digital storage media in school requires a teacher’s permission. Pupils may not bring downloaded music or any other material into school on an external device without the express permission of the teacher or Principal.
12. Pupils and staff will observe good “netiquette” (etiquette on the Internet) at all times and will not undertake any action that may bring the school into disrepute. Social Networking sites must not be used outside of school in a manner which brings the school into disrepute or intimidates any pupil, teacher, staff member or any of the educational partners in Scoil Mhaoilíosa.

If pupils are allowed to use email, the following rules will apply:

1. Email will be used in school for Educational purposes only.
2. Students will only use approved class email accounts under supervision by or permission from a teacher.
3. Pupils will not send or receive any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person.
4. Pupils will not send text messages to or from school email.
5. Pupils will not reveal their own or other people’s personal details e.g. addresses, telephone numbers, or pictures via school email.
6. Pupils will never arrange to meet someone via school email.

7. Sending or receiving email attachments is subject to teacher permission
8. Email must not be used outside of school in a manner which brings the school into disrepute or intimidates any teacher, staff member, pupil or any of the educational partners in Scoil Mhaoilíosa.

Internet Chat: Students are not permitted to use Internet Chat Rooms.

Acceptable Usage Policy for www.knockavillaschool.com

1. Personal pupil information, home addresses and contact details will not be published on the school website.
2. Class lists will not be published.
3. Pupils' full names will not be published beside their photograph.
4. Digital photographs, video clips and audio clips will focus on groups and group activities rather than on individual pupils.
5. Pupils may be given an opportunity to publish projects, artwork or school work on the school Website.
6. Teachers will select work to be published and decide on the appropriateness of such.
7. Permission to publish a student's work will be sought from pupils/parents/guardians at enrolment. Parents may withdraw this permission at any time by notifying the school in writing
8. Pupils will continue to own the copyright on any work published.
9. Personal Devices: Pupils using their own technology in school, such as leaving mobile phone turned on or using it in class, sending nuisance text messages, or the unauthorised taking of image with a mobile phone camera, still or moving are in direct breach of the school's Acceptable Usage Policy.

Education

Schools have an obligation to educate children on the safe, responsible use of the Internet. There is no point in ignoring the issue or hoping it will go away. It is here to stay! The following websites provide useful information and training on the safe use of the Internet.

www.webwise.ie www.saft.ie

Is mise le meas,

Kathleen Lowney, B.Ed, ADAES, M.Ed

Internet Permission Form for Scoil Mhaoiliosa,Knockavilla.

Name/s of Pupil/s: _____

Class/es: _____

As the parent or legal guardian of the above child, I have read the Internet Acceptable Use Policy and grant permission for _____ (pupil/s name/s) to access the Internet. I understand that school internet usage is for educational purposes only and that every reasonable precaution will be taken by the school to provide for online safety.

I accept my own responsibility for the education of my child on issues of Internet Responsibility and Safety.

I understand that having adhered to all the enclosed precautions the school cannot be held responsible if my child tries to access unsuitable material.

.....

School Website

Website Permission Form for Scoil Mhaoiliosa,Knockavilla.

Name/s of Pupil/s: _____

Class/es: _____

I understand that my child’s photograph may appear on the school website as part of a class or group activity.

I understand that, if the school considers it appropriate, my child’s schoolwork may be chosen for inclusion on our school's Web site.

I understand and accept the terms of the AUP Acceptable Use Policy in relation to the school website.

Signature: 1. _____ 2. _____ Date: _____

Parents/Legal Guardian

Responsible Internet Use

Pupil Undertaking 4th, 5th, 6th Classes

**We use the School computers and Internet connection for learning.
These rules will help us to be fair to others and keep everyone safe.**

- I will ask permission before entering any Web site, unless my teacher has already approved that site.
- I will not bring external storage devices such as pen drives into school without permission.
- I will not use school email for personal reasons.
- I will only use school email for school projects and with my teacher's permission.
- I will not use the Internet/Social Networking Sites to bully, intimidate or make malicious comments about another pupil, teacher, staff member or bring the school into disrepute.

Signed: _____ (Pupil) Class: _____ Date: _____