

St. Edan's National School.
Clone Road,
Ferns,
Enniscorthy,
Co. Wexford,
Y21 KF25.

Phone: 053 9366511
E-mail: stedansschool@gmail.com



“ag fás le chéile”

INTERNET 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 Therefore, if the school AUP is not adhered to, this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.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 parent representatives will revise the AUP biannually. Before signing, the AUP should be read carefully to indicate that the conditions of use are accepted and understood.

This version of the AUP was reviewed and updated in September 2022 by the principal and staff of St. Edan's N.S.

School's Strategy

The 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:

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 pupil's internet usage.
- ❖ Students will observe good “netiquette” (i.e. etiquette on the Internet) at all times and will not undertake any actions that may bring the school into disrepute.
- ❖ Students will be taught about online safety.

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 be familiar with copyright issues related to online learning.
- ❖ Students will never disclose or publicise personal information.
- ❖ 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 may 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 face-to-face meeting with someone they only know through the internet or email.
- ❖ Students will note that sending and receiving email attachments is subject to permission from their teacher.

School Website/Facebook Page

- ❖ Pupils will be given the opportunity to publish projects, artwork or schoolwork on the World Wide Web.
- ❖ The publication of student work will be coordinated by a teacher.
- ❖ Pupils' work will appear in an education context on Web pages with a copyright notice prohibiting the copying of such work without express written permission.
- ❖ The school Facebook page and website are both open for public viewing.
- ❖ Individual students will not be identified in digital photographs, audio or video clips published on the school website/Facebook page. Children's names may be associated with project work/art on these sites.
- ❖ Personal pupil information including home address and contact details will be omitted from school web pages/Facebook page.
- ❖ Pupils will continue to own the copyright on any work published.

Distance Learning

- ❖ In circumstances where teaching cannot be conducted on the school premises, teachers may use ClassDojo, Zoom, Padlet or other Online platforms approved by the Principal, to assist with remote teaching where necessary.
- ❖ The school has signed up to the terms of service of the Online Platforms in use by the school.
- ❖ The School has enabled the most up to date security and privacy features which these Online Platforms provide.
- ❖ Parents/guardians will provide the children with an email address where necessary to access the platform or will be given the login details with the password and will be expected to monitor their child's use of the emails and Online Platforms.
- ❖ If teachers are using Zoom, parents/guardians must consent to their child having an email address as above to allow their child access to the lessons. Parents can also consent by submitting their own email address for their child to access lessons on Zoom.
- ❖ Parents/guardians must also agree to monitor their child's participation in any such lessons conducted on the Online Platforms
- ❖ It is advised that a parent is in the room when any "Live" 1-1 lessons are conducted. If this is not possible, a second member of staff must be invited to the lesson.

Internet Chat

- ❖ Students are forbidden to use internet/social media.

Legislation

If the following legislation relating to use of the internet, which parents should familiarise themselves with, is available on-line or, if parents do not have access to the Internet at home, the school can the information on request.

- ❖ 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.

Permission Form

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

Responsibility

It is the responsibility of all who use the internet, and of the staff and all those working in the school, to ensure that usage is appropriate, relevant and adheres to all guidelines. The policy should reflect the latest regulations according to the constantly updating and ever-changing nature of online activity, and those responsible for the policy – the teachers and staff of St. Edan's National School – should ensure the relevancy of this policy regularly.

Ratification

Ratified by the Board of Management: 2014

Updated: June 2020, Sept 2022