

Marymount Girls National School

Acceptable Internet Usage Policy

The aim of this Acceptable Internet Usage 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 Therefore, if the school AIUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.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 regularly.

Before signing, this AIUP should be read carefully to indicate that the conditions of use are accepted and understood.

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

- o Internet sessions will always be supervised by a teacher
- o Filtering software and/or equivalent systems will be used in order to minimise the risk of exposure to inappropriate material
- o The school will regularly monitor pupils' Internet usage
- o Students and teachers will be provided with training in the area of Internet safety
- o Uploading and downloading of non-approved software will not be permitted
- o Virus protection software will be used and updated on a regular basis
- o The use of personal memory sticks, CD-ROMs or other digital storage media in school requires a teacher's permission
- o Students will treat others with respect at all times and will not undertake any actions that may bring the school into disrepute
- o Students will not visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials
- o Students will use the Internet for educational purposes only
- o Students will not copy information into assignments and fail to acknowledge the source (copyright infringement)
- o Students will never disclose or publicise personal information online
- o 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

Internet Chat

- o Students will only have access to chat rooms, discussion forums or other electronic communication forums that have been approved by the school
- o Chat rooms, discussion forums and other electronic communication forums will only

- o be used for educational purposes and will always be supervised
- o Usernames will be used to avoid disclosure of identity
- o Face-to-face meetings with someone organised via Internet chat will be forbidden

School Website

- o Pupils may be given the opportunity to publish projects, artwork or school work on the World Wide Web
- o The publication of student work will be co-ordinated by a teacher
- o 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
- o Digital photographs, audio or video clips of individual students will not be published on the school website. Instead photographs, audio and video clips will focus on group activities. Video clips may be password protected
- o Personal pupil information including home address and contact details will be omitted from school web pages
- o 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 unauthorised taking of images with a mobile phone camera, still or moving, are in direct breach of the school's Acceptable Internet Usage Policy.

Legislation

The school will provide information on the following legislation relating to use of the Internet which teachers, students and parents should familiarise themselves with:

- o *Data Protection (Amendment) Act 2003*
- o *Child Trafficking and Pornography Bill 1998*
- o *Interception Act 1993*
- o *Video Recordings Act 1989*
- o *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.

Ratification

This policy was approved by the Board of Management of Marymount GNS at a meeting on 25th November 2014.

Internet Permission Form

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

Name of Pupil: _____

Class/Year: _____

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: _____

Parent/Guardian

As the parent or legal guardian of the above pupil, I have read the Acceptable Internet Usage 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 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: _____

Address: _____

Telephone: _____

In relation to the school website, I understand that, if the school considers it appropriate, my child's schoolwork may be chosen for inclusion on the school's website. I understand and accept the terms of the Acceptable Use Policy relating to publishing children's work and photographs (without names in group pictures only) on the school website.

I accept the above paragraph [] I do not accept the above paragraph []
(please tick as appropriate)

Signature: _____ Date: _____