



Acceptable Usage Policy

Introduction

Educators believe in the benefits of curriculum-based internet use. The purpose of the Internet Acceptable Usage Policy is to ensure that pupils will benefit from learning opportunities offered by the school's internet resources, and will be protected from harmful and illegal use of the Internet. Internet use and access is considered a school resource and privilege. If the school AUP is not adhered to this privilege may be withdrawn and appropriate sanctions will be imposed. This policy should be read in conjunction with the school's Mobile Phone and Electronic Device policy, the Child Safeguarding Statement and the Bí Cineálta (anti-bullying) policy.

Sanctions

If a pupil deliberately misuses the internet, this will result in disciplinary action, including the withdrawal of access privileges. Parents/guardians will receive written notification of misuse by a pupil.

Conditions of Internet Use in Gaelscoil Bhun Cranncha

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. Pupils will not intentionally visit internet sites that contain obscene, illegal, hateful or otherwise objectionable materials
5. Pupils will report accidental accessing of inappropriate materials to their teacher
6. Filtering software will be used to minimise the risk of exposure to inappropriate material
7. The school will regularly monitor pupils' internet usage
8. Pupils will receive training in the area of internet safety
9. Pupils will be taught to evaluate the content of internet sites
10. Pupils will not upload, download or view any material that is illegal, obscene or defamatory or that is intended to annoy or intimidate another person
11. Pupils may upload or download material pertaining to their studies under the supervision and direction of the teacher
12. Pupils and staff must not share images, videos or other content online with the intention to harm another member of the school community or identify another member(s) of the school community regardless of whether this happens in school or outside
13. Sharing explicit images and in particular explicit images of pupils and/or minors is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved
14. Virus protection software will be used and updated on a regular basis

15. The use of personal external storage devices in school requires a teacher's permission
16. Pupils will observe good "netiquette" (etiquette on the internet) at all times and will not undertake any action that may bring the school into disrepute
17. YouTube and similar sites can be accessed only under the supervision and direction of the teacher

Learning Platforms & Remote Learning

In some cases, such as when remote learning is required, staff may setup individual accounts for pupils in order to utilise learning platforms such as Seesaw or Nessy. In these cases, parental permission will be sought.

In instances where remote learning is required, the same conditions of use outlined above apply, in that pupils are expected to observe good 'netiquette', remaining respectful of staff and other pupils at all times.

We have high expectations of our pupils in relation to behaviour, manners and adherence to school rules while at school. The same high expectations apply to online learning sessions, such as zoom meetings. The school's Code of Behaviour remains in operation during periods of closure/remote learning.

Internet Chat and Instant Messaging

Students are not permitted to use internet chat rooms or instant messaging applications during school hours or on the school premises.

Social Media

Staff, pupils and parents/ guardians of children at Gaelscoil Bhun Cranncha must not;

- use social media and the internet in any way to harass, insult, abuse or defame their family members, staff or any other member of the school community
- engage in activities involving social media which might bring staff and pupils of Gaelscoil Bhun Cranncha into disrepute
- represent personal views as those which are held by Gaelscoil Bhun Cranncha on any social medium

Social media is not an acceptable platform on which to air grievances about school matters. The only acceptable way in which to discuss concerns with school staff is to arrange a meeting at an agreed time with the relevant staff member.

Pupils are not allowed to access or use social media while on school premises.

Cyberbullying

When using the internet pupils, parents and staff are expected to treat others with respect at all times. Engaging in online activities with the intention to harm, harass, or embarrass another pupil or member of staff is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved. Measures are taken by Gaelscoil Bhun Cranncha to ensure that staff and pupils are aware that bullying is defined as unwanted negative behaviour, verbal, psychological or physical, conducted by an individual or group against another person (or persons) and which is repeated over time. This definition includes once-off instances of cyber-bullying.

School Website

- Designated staff members will manage the publication of material on the school website.
- Personal pupil information, home addresses and contact details will not be published on the school website
- Class lists will not be published
- Pupils' full names will not be published beside their photograph
- Pupils will be given an opportunity to publish projects, artwork or school work on the school website
- Teachers will select work to be published and decide on the appropriateness of such
- Permission to publish a student's work will be sought from pupils/parents/guardians. This permission may be withdrawn at any time.
- Pupils will continue to own the copyright on any work published.

Education

Gaelscoil Bhun Cranncha will undertake an education programme to educate children on the safe, responsible use of the Internet. 21st century life presents dangers including violence, racism and exploitation from which children and young people need to be protected. At the same time, they need to learn to recognise and avoid these risks – to become internet wise. As children spend more time at home than they do at school and may have more time to engage in internet use, it is necessary that parents/guardians also educate their children on acceptable internet use as this is not the exclusive responsibility of the school.

Resources that may be used to implement this programme include:

NCTE Internet Safety Awareness Video

Use of the 'Kids' section on the www.webwise.ie website

SAFT Internet Safety Awareness Education Programme and exemplars

Filtering

'Filtering' is a term used to describe a way of limiting the content of web pages, emails, chat rooms and other electronic data to which users may be exposed. No filter is 100% effective. The most effective filtering tool is adult vigilance. Many browsers have their own built in filtering tool e.g. Google. Gaelscoil Bhun Cranncha has chosen to implement the following level on content filtering on the Schools Broadband Network:

Level 4: This level allows access to millions of websites including games and YouTube, but blocks access to websites belonging to the personal websites category and websites such as Facebook belonging to the Social Networking category.

Pupils taking steps to by-pass the content filter by using proxy sites or other means may be subject to disciplinary action, including written warnings, withdrawal of access privileges and, in extreme cases, suspension or expulsion.

Appendices

Appendix 1: Note to parents

Appendix 2: Student Undertaking

Appendix 3: Internet and School Website Permission Form

Implementation and review

This policy was ratified on 25/02/26 and implemented immediately. This policy will be reviewed regularly as deemed necessary.

SÍNITHE

Colm Ó Tuathaláin

Cathaoirleach

Pól Mac Daibhéid

Príomhoide

Appendix 1: Note to parents

A thuismitheoirí dhíl,

At Gaelscoil Bhun Cranncha, we offer pupils supervised access to the internet.

While we recognise the huge value of the internet as a fantastic educational resource, we must also acknowledge the potential risks to students. We feel that the answer is not to ban the use of the internet in school, but to teach pupils to recognise the risks and to become Internet Wise.

We have a filter in place to prevent access to unsuitable material online and this is in operation across all school devices.

The process of educating your child(ren) about acceptable internet use is a joint process between home and school and for this reason we have compiled a school policy on internet safety. Parents must also set and convey acceptable standards of internet usage to their children.

We ask that together with your child(ren) you read the school's Acceptable Use policy and sign appendices 2 & 3. The policy can be viewed at www.gaelscoilbhuncranncha.ie > About Us > Policies. Hard copies are available from the office on request.

Parents should discuss this document with their child(ren) to ensure that they clearly understand the school rules with regard to internet usage.

If you would like to discuss this policy, or if you have any questions, please don't hesitate to contact the school.

Is mise le meas,

Pól Mac Daibhéid

Príomhoide

Appendix 2: Student Undertaking

Bainim úsáid as ríomhairí, giuirléidí leictreonacha agus nasc idirlíne na scoile ar mhaithe le foghlaim. Tuigim go mbíonn coinníollacha ag baint le húsáid na rudaí seo agus an nasc idirlíne ar mhaithe le cothrom na féinne a léiriú ar dhaoine eile agus ar mhaithe le sábháilteacht gach duine.

I use computers, electronic devices and the school's internet connection for learning. I understand that certain conditions relate to the use of these things and the internet connection in order to be fair to everyone and for everyone's safety.

Mar sin de/ Therefore:

- Iarrfaidh mé cead sula dtéim isteach chuig suíomh idirlín ach amháin má tá an suíomh sin ceadaithe ag an múinteoir cheana féin
 - Ní thabharfaidh mé nithe stórais seachtrach cosúil le bataí cuimhneacháin nó USBs ar scoil gan chead
 - Ní bhainfidh mé úsáid as ríomhphost ar scoil
 - Ní bhainfidh mé úsáid as seomraí comhrá idirlíne nó aipeanna teachtaireachtaí reatha
 - Má fheicim aon rud nach bhfuil mé sásta leis nó nach bhfuil foirsteanach, déarfaidh mé é le múinteoir láithreach bonn
 - Tá a fhios agam go ndéanfaidh an scoil monatóireacht ar m'úsáid idirlín agus go mbeidh siad ag breathnú ar na suíomhanna a dtugaim cuairt orthu
 - Tá a fhios agam má bhrisim na rialacha seo d'aon turas, go gcuirfear cosc úsáid an idirlín orm agus go gcuirfear mo thuismitheoirí ar an eolas faoi
-
- *I will ask permission before entering any website, unless my teacher has already approved that site*
 - *I will not bring external storage devices such as pen drives (or memory sticks/USB keys etc.) into school without permission*
 - *I will not use internet chat rooms or instant messaging apps*
 - *If I see anything I am unhappy with or if I accidentally access something inappropriate, I will tell a teacher immediately*
 - *I know that the school will monitor my internet usage, including the sites I visit*
 - *I understand that if I deliberately break these rules, I could be stopped from using the Internet and computers and my parents will be informed*

Síniú an dalta
Student's signature

Síniú Tuismitheora/Caomhnóra
Parent / Guardian signature

Appendix 3: Foirm Ceadaithe Idirlíne agus Suíomh Idirlíne

Ainm an Dalta

Student's Name:

Rang

Class

As the parent or legal guardian of the above child(ren), I have read the Internet Acceptable Usage policy of Gaelscoil Bhun Cranncha and agree to the following in respect of internet use in the school;

- 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(ren) 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

Síniú

Tuismitheora/Caomhnóra

Parent / Guardian signature:

Dáta

Date

Suíomh idirlín

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 Usage Policy in relation to publishing pupils' work and photographs of school activities on the website.

Síniú

Tuismitheora/Caomhnóra

Parent / Guardian signature:

Dáta

Date
