



Holy Cross National School

Acceptable Internet Use POLICY (AUP)

Aim

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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the Code of Behaviour– will be imposed.

It is envisaged that school and parent representatives will revise the AUP regularly. Before signing, the AUP should be read carefully to indicate that the conditions of use are accepted and understood.

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:

Safety

The main components of our internet safety are as follows:

- Teacher Supervision
- Use of the Department of Education internet filtering system
- Regular checking of internet 'Usage history' on all computers
- Teachers use work email addresses and phone numbers when communicating with parents on school related matters
- Clear, understandable and up-to-date organisational policies are in place so that staff are aware of the rules to follow and steps to take to minimise data protection risks.
- Appropriate security controls are implemented and data sharing is limited to what is necessary.
- Staff have received the necessary training in the online tools we are utilising, i.e. Seesaw and Google Classroom.
- Staff have been informed on the necessity of ensuring that their device is used in a safe location

General

- Internet sessions will always be supervised by a teacher.
- The school will regularly monitor pupils' Internet usage and students will not undertake any actions that may bring the school into disrepute.
- Access to online content via the network is restricted in accordance with our policies and the Department of Education and Skills through its agency, the National Centre for Technology in Education
- Students and teachers will be provided with training in the area of ICT.
- 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 drives in school requires a teacher's permission.
- It is important that parents/guardians and pupils are aware of our Anti Bullying Policy in relation to social media;
 - An Isolated or once-off incidents of intentional negative behaviour, including a once off offensive or hurtful text message or other private messaging, do not fall within the definition of bullying and should be dealt with, as appropriate, in accordance with the school's code of behaviour.
 - However, in the context of this policy, placing a once-off offensive or hurtful public message, image or statement on a social network site or other public forum where that message, image or statement can be viewed and/or repeated by other people will be regarded as bullying behaviour.

World Wide Web

- Students are forbidden to visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- Students will report accidental accessing of inappropriate materials in accordance with school procedures.
- Students will use the Internet for educational purposes only during class time.
- 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 usage policy. Mobile phones will not be used for texting or phone calls within teaching / pupil/ teacher contact time except in the case of emergency.
- 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.
- This policy only relates to school devices.

Social Media and Internet Messaging/Communication

- Children will not have access to any social media or use of any communication software such as email or internet messaging apps such as Whats App or Google Hangouts.
- Children will have access to Seesaw, under the supervision their teacher and parent(s) only

School Website

- Please note that the following points apply to the school's web site.
- Pupils will be given the opportunity to publish projects, artwork or school work on the school website. All items placed on the website need prior approval by school staff.
- The website will be regularly checked to ensure that there is no content that compromises the safety of pupils or staff.
- The publication of student work will be co-ordinated by a teacher.
- Pupils' work will appear in an educational context on the school website.
- The school will endeavour to use digital photographs, audio or video clips of focusing on group activities. Photographs, audio and video clips will be used. Video clips will not 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 last name of individuals in a photograph.

- The school will ensure that the image files are appropriately named.
- Pupils will continue to own the copyright on any work published.
- Twitter/X will be used to publish children's work. Consent forms will have to be signed by parents prior to this.

Mobile Phones / Electronic Devices

- Usage of mobile phones/ electronic devices must be in adherence to the Mobile Phone / Electronic Devices Policy.
- Pupils are not allowed to bring mobile phones/electronic devices/smart watches or any device that makes it possible to record or take a photo, to school.
- The unauthorized taking of images with a mobile phone camera or electronic device, still or moving is in direct breach of the school's acceptable usage policy.
- Children are not allowed to bring personal devices on school tours or other out of school events.
- Please see mobile phone & electronic device policy and Code of Behaviour for further information.

Legislation

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

- Data Protection (Amendment) Act 2003
- Child Trafficking and Pornography Act 1998
- Interception Act 1993 © PETNS 24 Acceptable Usage Policy (AUP) – Reviewed September 2015 4
- Video Recordings Act 1989
- The Data Protection Act 1988
- Anti-Bullying Guidelines for Primary Schools (2013)

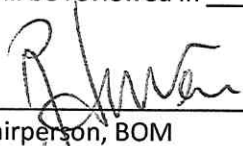
Sanctions

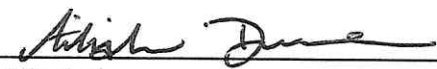
Misuse of the Internet may result in disciplinary action, as outlined in the school's Code of Behaviour. Sanctions can include written warnings, withdrawal of access and privileges and, in extreme cases, suspension or expulsion. The school also reserves the right to report any illegal activities to the appropriate authorities.

Ratification and Review

This policy was formally ratified by the Board of Management on 2/10/25!

This policy will be reviewed in 2/10/25 school year.

Signed: 
Chairperson, BOM

Signed: 
Principal

Date: 2/10/25

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