

**St. Patrick's National School,**

Ughtyneill, Moynalty, Kells, Co. Meath A82VW95

Roll No: 12897T

Phone: 046 9244704

Email: [secretary@ughtyneillns.com](mailto:secretary@ughtyneillns.com)

# **Internet Acceptable Use Policy**

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## General Approach

The aim of this Internet Acceptable Use Policy (AUP) is to ensure that pupils will benefit from the 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. If the school AUP is not adhered to this privilege may be withdrawn and appropriate sanctions will be imposed.

When using the internet pupils, parents and staff are expected:

- To treat others with respect at all times.
- Not undertake any actions that may bring the school into disrepute.
- Respect the right to privacy of all other members of the school community.
- Respect copyright and acknowledge creators when using online content and resources.

This Acceptable Use Policy applies to pupils who have access to and are users of the internet in St. Patrick's NS, Ughtyneill .

Misuse of the internet may result in disciplinary action, including written warnings, withdrawal of access privileges, detention and, in extreme cases, suspension or expulsion. The school also reserves the right to report any illegal activities to the appropriate authorities.

St. Patrick's NS, Ughtyneill will deal with incidents that take place outside the school that impact on the wellbeing of pupils or staff under this policy and associated codes of behaviour and anti-bullying policies. In such cases St. Patrick's NS, Ughtyneill will, where known, inform parents/carers of incidents of inappropriate online behaviour that take place out of school and impose the appropriate sanctions.

St. Patrick's NS, Ughtyneill implements the following strategies on promoting safer use of the internet :

- Pupils will be provided with education in the area of internet safety as part of our implementation of the SPHE curriculum.
- St. Patrick's NS, Ughtyneill are aware of Safer Internet Day activities and these are used to promote safer more effective use of the internet.

This policy and its implementation will be reviewed annually by the following stakeholders:

- Board of Management and teaching staff.

The school will monitor the impact of the policy using:

- Regular monitoring and logs of reported incidents.

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The implementation of this Internet Acceptable Use policy will be monitored by Gráinne Flanagan.

## Content Filtering

St. Patrick's NS, Ughtyneill 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.

## Web Browsing and Downloading

Pupils will not intentionally visit internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.

Pupils will report accidental accessing of inappropriate materials in the classroom to their teacher.

Pupils will use the school's internet connection only for activities under the guidance of a member of staff.

Pupils will not engage in online activities such as uploading or downloading large files without the permission of a member of staff.

Pupils will not download or view any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.

## Email and Messaging

- The use of personal email accounts is only allowed at St. Patrick's NS, Ughtyneill with expressed permission from members of the teaching staff.
- Pupils will use approved class email accounts only under supervision by or permission from a teacher.

Pupils will not send any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.

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Pupils should immediately report the receipt of any communication that makes them feel uncomfortable, is offensive, discriminatory, threatening or bullying in nature and must not respond to any such communication.

Pupils should avoid opening emails that appear suspicious. If in doubt, pupils should ask their teacher before opening emails from unknown senders.

## Social Media

The following statements apply to the use of messaging, blogging and video streaming services in St. Patrick's NS, Ughtyneill :

- Use of blogs is allowed at certain times in St. Patrick's NS, Ughtyneill.
- Use of video streaming sites such as YouTube and Vimeo etc. is allowed at certain times in St. Patrick's NS, Ughtyneill.

Staff and pupils must not use social media and the internet in any way to harass, insult, abuse or defame pupils, their family members, staff, other members of the St. Patrick's NS, Ughtyneill community

Staff and pupils must not discuss personal information about pupils, staff and other members of the St. Patrick's NS, Ughtyneill community on social media.

Staff and pupils must not engage in activities involving social media which might bring St. Patrick's NS, Ughtyneill into disrepute.

Staff and pupils must not represent personal views as those of St. Patrick's NS, Ughtyneill on any social medium.

## Personal Devices

Pupils using their own technology in school should follow the rules set out in this agreement, in the same way as if they were using school equipment.

The following statements apply to the use of internet-enabled devices such as tablets, gaming devices, and digital music players in St. Patrick's NS, Ughtyneill :

- Pupils are only allowed to bring personal internet-enabled devices into St. Patrick's NS, Ughtyneill with expressed permission from staff.
- Pupils are only allowed to use personal internet-enabled devices during lessons with expressed permission from teaching staff.

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## Images & Video

Care should be taken when taking photographic or video images that pupils are appropriately dressed and are not participating in activities that might bring the individuals or the school into disrepute.

At St. Patrick's NS, Ughtyneill pupils must not take, use, share, publish or distribute images of others without their permission.

Taking photos or videos on school grounds or when participating in school activities is only allowed with expressed permission from staff.

Written permission from parents or carers will be obtained before photographs of pupils are published on the school website.

Pupils must not share images, videos or other content online with the intention to harm another member of the school community regardless of whether this happens in school or outside.

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. Sharing explicit images of other pupils automatically incurs serious consequences in line with school policy.

## 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 St. Patrick's NS, Ughtyneill 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. However, this definition is widened as a single instance can constitute cyber-bullying.

Isolated or once-off incidents of intentional negative behaviour, including a once-off offensive or hurtful text message or other private messaging, do fall within the definition of cyber-bullying and will be dealt with, as appropriate, in accordance with the school's code of behaviour.

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The prevention of cyberbullying is an integral part of the anti-bullying policy of our school.

## School Website

Pupils will be given the opportunity to publish projects, artwork or school work on the internet in accordance with clear policies and approval processes regarding the content that can be loaded to the school's website.

The website will be regularly checked to ensure that there is no content that compromises the safety, privacy, or reputation of students or staff.

The publication of student work will be coordinated by a teacher.

St. Patrick's NS, Ughtyneill will use digital photographs, audio or video clips of focusing on group activities where possible. Content focusing on individual students will only be published on the school website when absolutely necessary eg. when celebrating personal sporting achievement.

Personal student information including home address and contact details will not be published on St. Patrick's NS, Ughtyneill web pages.

The St. Patrick's NS, Ughtyneill will avoid publishing the first name and last name of pupils in video or photograph captions published online.

## Legislation

The school suggests that teachers, students and parents should familiarise themselves with relevant legislation relating to use of the Internet.

This policy was ratified by the Board of Management of St.Patrick's National School on \_\_\_\_\_ and will be reviewed June 2021. It will be available through our administration office.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Fr. Joseph McEvoy  
Chairperson, Board of Management

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Principal

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## St. Patrick's NS, Ughtyneill

### AUP Permission Form

As the parent or legal guardian of \_\_\_\_\_, I have read the Acceptable Use Policy and grant permission for my child to access the Internet. I understand that Internet access is intended 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 students access unsuitable material.

I accept that my child's schoolwork, photograph, audio/video clip may be chosen for inclusion on the school website. I am aware that any such content will be dealt with appropriately and in accordance with the school's data protection policy.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Parent/Guardian)