

St. Kevin's National School Acceptable Use Policy for Computers.

The aim of this Acceptable Use Policy (A.U.P.) 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 Therefore, if the school A.U.P. is not adhered to this privilege will be withdrawn and appropriate sanctions, as outlined in the A.U.P., will be imposed.

It is envisaged that the school and parent representatives will revise the A.U.P. as is necessary.

Before signing, the A.U.P. should be read carefully to ensure that the conditions of use are accepted and understood.

School 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 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.
- Uploading and downloading of non-approved software will not be permitted.
- A.U.P. virus protection software will be used and updated on a regular basis.
- The use of personal floppy disks or CD-ROMs in the school requires a teacher's permission.
- 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, such as inappropriate use of e-mail.

World Wide Web

- Students will not knowingly visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- Students will use the Internet for educational purpose only.
- Students will be familiar with not knowingly use copyright issues relating 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.

E-Mail

- Students will use approved class e-mail 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 peoples' details, such as addresses or telephone numbers or pictures.
- Students will never arrange a face-to-face meeting with someone they only know through e-mails or the Internet.
- Students will note that sending and receiving e-mail attachments is subject to permission from their teacher.

Internet Chat

- Students will only have access to chat rooms, discussions forums or other electronic communication forums that have been approved by the school, such as those found on the Scoil Net Website.
- Face-to-face meetings with someone organised via Internet chat will be forbidden.

School Website

Should the school develop a website in the future the following conditions will apply

- Pupils will be given the opportunity to publish projects, artwork or school work on the World Wide Web.
- The publication of student work will be co-ordinated by a teacher.
- Pupil's work will appear in an educational context or Web pages with a copyright notice prohibiting the copying of such work without express written permission.
- Digital photographs, audio or video clips of individual students may be published on the school website. Instead photographs, audio and video clips will focus on group activities. Video clips may be password protected.
- Personal pupil information including home address and contact details will be omitted from school web pages.
- Pupils will continue to own the copyright on any work published.

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.