



Presentation Secondary School
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SCHOOL ACCEPTABLE USE OF THE INTERNET POLICY

The aim of this Acceptable Use Policy (AUP) is to ensure that students will benefit from learning opportunities offered by the school's Internet resources in a safe and effective manner. This version of the AUP was created in **May 2009** and reviewed in **August 2012**.

School's Strategy

The school will regularly check students' computers files, and monitor email, internet and computer usage.

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:

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.
- Students and teachers will be provided with training in the area of Internet safety.
- Uploading and downloading of non-approved software will not be permitted, nor will the school allow any attempt to disable or "hack" into the school computer system or any interference with the school system in anyway.
- The use of personal memory sticks, CD-ROMs, or other digital storage media in school requires a teacher's permission.
- Students will treat others with respect at all times and will not undertake any actions that may bring the school into disrepute.

Every time a student enters her user name and password in order to use the School's Computer system she agree to the following rules:

1. Students will report any damages found prior to use. The school reserves the right to seek compensation for damages to computers.

2. Students will act responsibly when using computers. **ALL** gaming and social networking sites are **NOT** permitted.
3. The student agrees to have her computer sessions monitored via classroom control software.
4. Any violation of the above in the computer room will lead to suspension from computer usage.

World Wide Web

- Students will not intentionally 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.
- Students will not copy information into assignments and fail to acknowledge the source (plagiarism and copyright infringement).
- 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 Use Policy.
- 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.

Email

- Students will use approved class email accounts under supervision by or permission from a teacher.
- Students will not send or receive any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.
- Students will not reveal their own or other people's personal details, such as addresses or telephone numbers or pictures.
- Students will never arrange a face-to-face meeting with someone they only know through emails or the internet.

- Students will note that sending and receiving email attachments is subject to permission from their teacher.

Internet Chat

- Students will only have access to chat rooms, discussion forums, messaging or other electronic communication that **have been approved** by teacher
- Chat rooms, discussion forums and other electronic communication forums will only be used for educational purposes and will always be supervised
- Usernames will be used to avoid disclosure of identity; Transition Years will use discussion forums to communicate with students in other European schools, and will **give their first names only**
- Face-to-face meetings with someone organised via Internet chat is forbidden

Personal Devices

Students using their own technology in school, such as leaving a mobile phone turned on or using it in class, sending nuisance text messages, or taking unauthorised images/sound recordings with a mobile phone camera (still or moving), and accessing the Internet via unauthorised mobile devices, is **in direct breach** of the school's Acceptable Use Policy and will incur the relevant sanctions.

Legislation

The school will provide information upon request on 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
- Video Recording Act 1989
- The Data Protection Act 1988

Support Structures

www.webwise.ie / www.scoilnet.ie are good sources of advice on Internet Safety.

Sanctions

Misuse of the Internet may result in withdrawal of access privileges and our school rules and sanctions will apply. The school also reserves the right to report any illegal activities to the appropriate authorities.