



Gaelscoil na Cruaiche

(Bunaithe: 1995. Príomhoide: Mairéad Ní Ruáin)

Cathair na Mart, Contae Mhaighéo

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Suíomh idirlíne: gaelscoilnacruaiche.com

Acceptable Use Policy (Computer Usage)

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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions - as outlined in the AUP - will be imposed. It is envisaged that school and parent representatives will revise the AUP annually. Before signing, the AUP should be read carefully to ensure that the conditions of use are accepted and understood. This version of the AUP was created in September 2020 by Acting Principal Caroline Nic Dhonncha, and staff of Gaelscoil na Cruaiche.

School's Strategy

The school employs several strategies in order to maximise learning opportunities and reduce risks associated with the Internet. These strategies are as follows:

General

1. Internet sessions will always be supervised by a teacher.
2. Filtering software and/or equivalent systems will be used to minimise the risk of exposure to inappropriate material.
3. The school will regularly monitor pupils' Internet usage.
4. Students and teachers will be provided with training in Internet safety.
5. Uploading and downloading of non-approved software will not be permitted.
6. Virus protection software will be used and updated on a regular basis.
7. The use of personal memory sticks or other digital storage media in school requires a teacher's permission.
8. Students will always treat others with respect and will not undertake any actions that may bring the school into disrepute.

World Wide Web

- Students will not intentionally visit Internet sites that contain obscene, illegal or 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 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 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 not have access to chat rooms, discussion forums, messaging or other electronic communication without teacher supervision. Educational chatrooms such as I'm a Scientist and I'm an Engineer will be used with supervision.

School Website

- Pupils will be given the opportunity to publish projects, artwork or schoolwork on the World Wide Web 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 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 Web pages with a copyright notice prohibiting the copying of such work.
- The school will endeavour to use digital photographs, audio or video clips focusing on group activities. Content focusing on individual students will not be published on the school website without the parental permission. Video clips may be password protected.
- Personal pupil information including home address and contact details will be omitted from school web pages.
- The school website will not publish the first name and last name of individuals in a photograph.
- The school will ensure that the image files are appropriately named - will not use pupils' names in image file names or ALT tags if published on the web.
- Pupils will continue to own the copyright on any work published.

Social Media: Twitter/Instagram

- The school will endeavour to use digital photographs, audio or video clips focusing on group activities.
- Content focusing on individual students will not be published on the school Twitter/Instagram accounts. Video clips may be password protected.
- Personal pupil information including home address and contact details will be omitted at all times.

Personal Devices

Pupils using their own technology in school, such as leaving a mobile phone turned on or using it in class, sending nuisance text messages, or the unauthorized taking of images with a mobile phone camera, still or moving is in direct breach of the school's acceptable use policy.

Support Structures

The school will inform students and parents of key support structures and organisations that deal with illegal material or harmful use of the Internet.

Sanctions

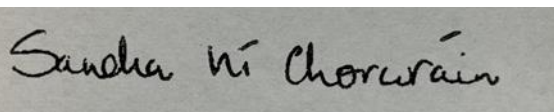
Misuse of the Internet may result in disciplinary action, including written warnings, withdrawal of access privileges and, in extreme cases, suspension or expulsion. The school also reserves the right to report any illegal activities to the appropriate authorities.

As a result of the Covid-19 virus:

- Classes will be taught online.
- Teachers will use their school emails to contact the children.
- An email address will be created for each child.
- Classwork will be sent through Aladdin, Seesaw or Microsoft Teams.
- Pupils are expected to adhere to the Acceptable Use Policy when working from home.

This policy was put before the Board of Management at a meeting held on 5th May 2022 and was accepted.

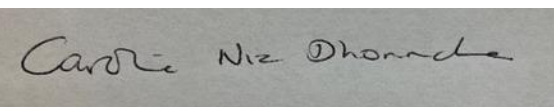
Signature:



Chairperson

Date: 5/5/2022

Signature:



Principal

Date: 5/5/2022