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 If the school AUP is not adhered to this privilege may be withdrawn and appropriate sanctions will be imposed.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 school’s 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.
* Pupils may only use the school internet for educational purposes.

This Acceptable Use Policy applies to pupils who have access to and are users of the internet in Coláiste Chríost Rí.

* It also applies to members of staff, volunteers, parents, carers and others who access the internet in Coláiste Chríost Rí.

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.

Coláiste Chríost Rí 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 Coláiste Chríost Rí will, where known, inform parents/carers of incidents of inappropriate online behaviour that take place out of school and impose the appropriate sanctions.

Coláiste Chríost Rí 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 and CSPE curriculum.
* Teachers will be provided with continuing professional development opportunities in the area of internet safety.

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

* Board of Management, teaching staff, support staff, pupils, and parents

This policy has been developed by a working group including: Principal, Deputy Principal, teachers, pupils, parents/carers, and representatives of the Board of Management.

The school will monitor the impact of the policy using:

* Logs of reported incidents.
* Seek the views and opinions of pupils, parents, and teaching staff.

Should serious online safety incidents take place, either the Principal, Deputy Principal or Year Head should be informed.

The implementation of this Internet Acceptable Use policy will be monitored by the Principal and the E-School Coordinator

Content Filtering

Coláiste Chríost Rí has chosen to implement the following level on content filtering on the Schools Broadband Network:

* Level 4  This level allows access to a wide range (i.e. millions) of educational and other websites but it blocks websites belonging to the ‘games’  category.

Pupils taking steps to by-pass the content filter by using proxy sites or other means may be subject to disciplinary action, including written warnings, withdrawal of access privileges, detention and, in extreme cases, suspension or expulsion.

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 report accidental accessing of inappropriate materials in school but outside the classroom to either the Deputy Principal, Principal or Year Head.

Pupils and staff 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.

Pupils will use the school’s internet connection only for educational and career development activities.

Pupils will not engage in online activities such as uploading or downloading large files that result in heavy network traffic which impairs the service for other internet users, this includes updates.

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

* Use of file sharing is allowed with staff permission.
* Downloading by pupils of materials or images not relevant to their studies is not allowed.

Email and Messaging

* The use of personal email accounts by teachers to contact students is not allowed at Coláiste Chríost Rí.
* Teachers may communicate with students via educational platforms and school based email addresses.

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

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 Coláiste Chríost Rí:

* Use of instant messaging services and apps including Whats Apps, G Chat, Snapchat etc. are not allowed in Coláiste Chríost Rí.
* Use of blogs such as Word Press, Tumbler etc. is allowed in Coláiste Chríost Rí with express permission from teaching staff.
* Use of video streaming sites such as YouTube and Vimeo etc. is with express permission from teaching staff.

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, or other members of the Coláiste Chríost Rí community and the wider community.

Staff and pupils must not discuss personal information about pupils, staff and other members of the Coláiste Chríost Rí community on social media.

Staff and pupils must not use school email addresses for setting up personal social media accounts or to communicate through such media.

Staff and pupils must not engage in activities involving social media which might bring Coláiste Chríost Rí into disrepute.

Staff and pupils must not represent their personal views as those of Coláiste Chríost Rí 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, phones, gaming devices, and digital music players in Coláiste Chríost R:

* Pupils are allowed to bring personal internet-enabled devices into Coláiste Chríost Rí.
* Pupils are only allowed to use personal internet-enabled devices during lessons with expressed permission from teaching staff.
* Pupils are only allowed to use personal internet-enabled devices during social time with expressed permission from staff.
* Colaiste Chríost Rí doe’s not accept responsibility for any accidental damage to such personal devices.

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 Coláiste Chríost Rí 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 allowed once care is taken that no harm is done to staff or pupils of Coláiste Chríost Rí.

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

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 a serious sanction of suspension or expulsion.

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 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. This definition includes cyber-bullying even when it happens outside the school or at night and a single posting on social media which has the potential to be viewed and shared multiple times.

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

School Websites

Pupils may be given the opportunity to publish projects, artwork or school work on the school website in accordance with this AUP policy and approval of the class teacher 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.

There will be no facility for allowing comments or user-generated content on the website.

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

Personal student information including home address and contact details will not be published on Coláiste Chríost Rí web pages.

Permission Form

I agree to follow the school’s Acceptable Use Policy on the use of the Internet. I will use the Internet in a responsible way and obey all the rules explained to me by the school.

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

As the parent or legal guardian of the above student, I have read the Acceptable Use Policy and grant permission for my son or the child in my care 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 websites.

In relation to the school website, I accept that, if the school considers it appropriate, my child’s schoolwork may be chosen for inclusion on the website.

I understand and accept the terms of the Acceptable Use Policy relating to publishing students’ work on the school website.

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

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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