

Scoil Naomh Carthach

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BALLYFINANE N.S. **IT and INTERNET USE POLICY**

Introduction

The Internet is a valuable teaching and learning tool. It provides information and allows people to communicate with others and share information. It can develop children's independent research skills and promote life-long learning. However, some material available on the Internet is unsuitable for children and therefore these guidelines will be followed when using the internet.

Pupils' use of the Internet

Pupils are responsible for good behaviour on the internet. Access to the Internet may be withdrawn from pupils who fail to maintain acceptable standards of use. Internet access in the school includes a filtering service. However no filtering service is completely foolproof and therefore pupils will be supervised during the use of the internet.

Staff will ensure to the maximum extent possible, that pupils know and understand that no internet user is permitted to:

- Access to social media and/or gaming websites is strictly prohibited.
- Use the internet for any illegal activity including accessing other computers.
- Retrieve, send, copy or display offensive messages or pictures.
- Use obscene or offensive language.
- Cause damage to computers, computer systems or networks.
- Violate copyright laws.
- Use another user's password.
- Trespass in another user's folders, work or files.
- Cause any form of vandalism to the machine or the work of others including the up loading or creation of viruses.

Organisation and Management of Internet Use

Staff will select sites which will support pupils' learning. Pupils may be given details of suitable sites to extend their learning at home as and when appropriate.

External speakers will be invited to raise awareness of pertinent issues such as Cyber bullying and promote safe use of the Internet.

Promoting Safe and Independent Use of the Internet

Internet access will be supervised. Teachers will ensure that pupils understand appropriate use of the internet and are aware of the rules. Pupils will be encouraged to tell a teacher immediately if they encounter any material that makes them feel uncomfortable.

Children's Use of Email

Children in school must only use email for educational purposes and e-mails will be checked before being sent. Pupils will not be allowed to send personal emails from the school system without permission. In-coming email will be regarded as public and may be examined by any staff member. The use of chat rooms is forbidden.

Respect for Privacy & Safety of children & staff

Parents are not permitted to take photographs and/or video recordings of children, other than their own, and/or teachers at any school related events. Likewise, children are prohibited from video recording or photographing other children or adults. Posting of same on any social media site is strictly prohibited by the Board of Management.

Likewise, parents are asked to refrain from posting comments relating to the school on social media sites. Such action will be taken very seriously by the BOM and a staged approach will be taken as follows:

Stage 1: The Chairperson of the BOM will be informed.

Stage 2: The parent will be asked to remove the posting from the social media site.

Stage 3: The social media site may be contacted for removal of same.

Stage 4: Legal advice will be sought by the BOM.

Stage 5: The Crime Prevention Unit of the Gardaí Síochána (who deal specifically with Cyberbullying) will be notified.

Ratified by the Board of Management on _____

Date

Signed _____

Chairperson, Board of Management