

**ST. DOMINIC'S SECONDARY SCHOOL
BALLYFERMOT
DUBLIN 10**

Internet Acceptable Use Policy

The aim of this policy is to ensure that students will derive maximum benefit from the learning opportunities offered by the school's Internet resources in an effective and safe manner. The use of the school's resources and Internet use and access is considered a privilege. Therefore, if the AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed. Before signing, the AUP should be read carefully to indicate that the conditions of use are accepted and understood.

It is envisaged that the appropriate interested parties will revise the school's AUP from time to time.

This version of the AUP was created on 15th August 2006.

The school will employ a number of strategies in order to maximise the learning opportunities afforded to our students and reduce risks associated with the Internet. These strategies are as follows:

General

- Internet sessions will always be monitored by a teacher
- Filtering software and/or equivalent systems will be used to minimise the risk of exposure to inappropriate material
- Virus protection software will be used and updated on a regular basis
- The school will regularly monitor and record pupils' Internet usage
- Students and teachers will be provided with training in the area of Internet safety
- Uploading and downloading of non-approved software is not permitted
- The use of personal storage (such as floppy disks, CDs, DVDs, pen drives etc), requires a teacher's permission.
- Students will observe good 'netiquette' (ie, etiquette on the Internet) at all times and will not undertake any activities that may bring the school into disrepute

Electronic Mail (Email)

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

Internet Chat

- Students will only have access to chat rooms, discussion forums or other electronic communication forums that have been approved by the school
- Chat rooms, discussion forums and other electronic communication forums will only be used for educational purposes and will always be supervised
- Face-to-face meetings with someone organised via Internet chat will be forbidden
- Usernames will be used to avoid disclosure of identity

World Wide Web

- Students will not visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials
- Students will use the Internet for educational purposes only
- Students will be aware that any usage, including distributing or receiving information, school-related or personal, will be monitored for unusual activity, security and/or network management reasons
- Students will be familiar with copyright issues related to online learning
- Students will never disclose or publicise personal information

School Website

- Pupils will be given the opportunity to publish projects, artwork or schoolwork on the World Wide Web
- The publication of student work will be co-ordinated by a teacher
- Students' work will appear in an educational context on Web pages with a copyright notice prohibiting the copying of such work without express written permission
- Personal student information such as home address and contact details will be omitted from Web pages
- Digital photographs, audio or video clips of individual students will not be published on the school website. Instead photographs, audio and video clips will focus on group activities. Photographs, audio and video clips may be password protected
- Students will continue to own the copyright on any work published

Legislation

The school will provide information on the following legislation relating to the use of the Internet which teachers, students and parents/guardians should familiarise themselves with:

- Data Protection (Amendment) Act 2003
- Child Trafficking and Pornography Act 1998
- Interception Act 1993
- Video Recordings Act 1989
- The Data Protection Act 1988

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.

Permission Form

Please review the attached school Internet Acceptable Use Policy, sign and return this permission form to _____ by _____

Name of Student: _____ **Year/Class** _____

Student

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: _____ Date: _____

Parent/Guardian

As the parent or legal guardian of the above student, I have read the Acceptable Use Policy and grant permission for my daughter or the child in my care to access the Internet. I understand that the 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.

I accept the above paragraph

I do not accept the above paragraph
(Please tick as appropriate)

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 school's website. I understand and accept the terms of the Acceptable Use Policy relating to publishing student's work on the school website.

I accept the above paragraph

I do not accept the above paragraph
(Please tick as appropriate)

Signature: _____ Date: _____

Address: _____

Telephone: _____