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Acceptable Use Policy: Internet

The aim of this Acceptable Use Policy (AUP) 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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.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.

School's Strategy

The school will employ 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 always 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.
- ✓ The school will regularly monitor pupils' Internet usage.
- ✓ 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.
- ✓ Virus protection software will be used and updated on a regular basis.
- ✓ Students will observe good "netiquette" (i.e., etiquette on the Internet) at all times and will not undertake any actions that may bring the school into disrepute.

✓ **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 familiar with copyright issues relating to online learning.
- ✓ Students will never disclose or publicise personal information.
- ✓ Students will be aware that any usage, including distributing or receiving information 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.

School Website

- ✓ Pupils may occasionally be given the opportunity to publish projects, artwork or school work on the World Wide Web.
- ✓ The publication of student work will be co-ordinated by a teacher.
- ✓ Digital photographs of individual students will not be published on the school website. Instead photographs will focus on group activities.
- ✓ Personal pupil information including home address and contact details will be omitted from school web pages.

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.