**Gaelscoil de hÍde – Polasaí Úsáide Inghlactha (PUI)**

**(Acceptable Use Policy (Access to 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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions – as outlined in the AUP – will be imposed.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 will revise the AUP regularly. This version of the AUP was created in November 2013 and endorsed by the Board of Management. Before you sign the form, the policy should be read carefully to ensure that the conditions of use are acceptable to you and your child/children.

***School Strategies***

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***

• Access to internet 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’s internet is protected by the strongest firewall provided by the NCTE (National Centre for Technology in Education).

• The school will regularly monitor pupils’ Internet usage.

• Pupils 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.

• Pupils 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***

• Pupils will use the Internet for educational purposes only.

• Pupils will never disclose or publicize personal information.

• Pupils 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 be taught appropriate use of the internet.

***Photos taken by parents at school events should not be put on social media if children other than their own children are photographed.***

***Email***

• Pupils will not have access to email facilities at school. Any emails to other children/schools, will be sent through the school email address.

***School Website (at present the school website is being reviewed)***

• Pupils will be given the opportunity to publish projects, artwork or school work on the school website.

• The publication of student work will be co-ordinated by a teacher.

• Pupils’ work will appear in an educational context on Web pages.

• The school will endeavour to use digitial photographs, audio or video clips focusing on group activities.

***Personal Devices***

Pupils using their own technology in school, such as leaving a mobile phone turned on or using it in class 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 and mobile phone policy.

***Support Structures***

The school will provide workshops on internet safety for pupils in 3rd ,4th, 5th and 6th classes, and parents of the school.

***Sanctions***

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

***Review***

This policy was developed in 2013 and will be updated regularly as developments in technology continue to impact on education in particular.

**Foirm Cheada/ Permission Form**

1. ***Internet Access***

***Léigh an polasaí faoin idirlíon atá iniata agus sínigh an fhoirm thíos le do thoil.*** Please review the attached school Internet Acceptable Use Policy, sign and return this permission form to the class teacher. This form will be kept on file until your child is finished in Gaelscoil de hÍde ***Ainm an dalta***/Name of Pupil: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***Rang/***Class:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. ***Mar thuismitheoir/caomhnóir an dalta thuas, glacaim leis an polasaí PUI agus táim ag iarraidh go mbeidh mo pháiste ag úsáid an idirlíon ar scoil. Tuigim go n-úsáidtear an idirlíon chun tacaíocht a thabhairt d’oideachas mo pháiste. Tuigim go bhfuil an iarracht déanta ag an scoil chun a chinntiú go bhfuil páistí na scoile slán sábháilte ar an idirlíon agus nach féidir leis an scoil a bheith freagrach má thagann páistí ar suíomhanna mí-oiriúnacha.*** (As the parent/ legal guardian of the above pupil, I have read the Acceptable Use Policy and grant permission for my son or daughter 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 pupils access unsuitable websites.)

**Glacaim leis an alt seo \_\_\_\_\_\_\_\_\_\_ Ní ghlacaim leis an alt seo \_\_\_\_\_\_\_\_\_\_\_** (I accept the above paragraph) \_\_\_\_\_\_\_\_\_\_\_ (I do not accept the above paragraph) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. ***School website***

***Maidir le gréasán na scoile tuigim gur féidir obair scoile mo linbh a roghnú le cur ar ghréasán na scoile. Tuigim téarmaí an pholasaí úsáide inghlactha agus glacaim leo maidir le hobair leanaí agus griangrafanna a fhoilsiú ar ghréasán na scoile.*** 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 children’s work and photographs on the school website.

**Glacaim leis an alt seo \_\_\_\_\_\_\_\_\_\_ Ní ghlacaim leis an alt seo \_\_\_\_\_\_\_\_\_\_\_** (I accept the above paragraph) \_\_\_\_\_ (I do not accept the above paragraph) \_\_\_\_\_\_\_\_

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Facebook**

**Tá leathanach Facebook ag Gaelscoil de hÍde. Tá sé againn chun griangrafanna d’imeachtaí na scoile a roinnt libh. Ní bheidh ainmneacha leis na griangrafanna nó ní bheidh páistí aonair ann. Sínigh thíos más maith leat do pháiste a bheith ar ár leathanach Facebook.**

Gaelscoil de hÍde has a facebook page in order to share photos of events at the school with you. The children’s names will not be used with any images posted and only group images will be included. Please sign below to let us know if you would like your child included on the Gaelscoil’s Facebook page.

**I would not like my child’s image included in Facebook postings**: \_\_\_\_\_\_\_\_\_\_

**I would like my child’s image included in Facebook postings**: \_\_\_\_\_\_\_\_\_\_\_

Child’s/ children’s name(s) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Síniú :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Dáta** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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