



ROCKWELL COLLEGE

ACCEPTABLE INTERNET USE POLICY

Internet Acceptable Use Policy

The aim of this Acceptable Use Policy is to ensure that the pupils and staff of Rockwell College (“the school”) will benefit from the learning and teaching opportunities offered by the College’s internet resources in a safe and effective manner. The objective of this Policy is to outline the College Policy in relation to acceptable and unacceptable internet use and access. 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 Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions as outlined in the AUP (see Code of Behaviour) will be imposed.

The AUP should be read carefully to indicate that the conditions of use are accepted and understood. It is the responsibility of the individual pupil to familiarise themselves with the AUP before using the school’s internet resources, and in using the resource it is assumed that they accept, understand and agree to the conditions of use as indicated in the AUP.

This Policy applies to hardware and software owned and operated by Rockwell College as well as personal devices used by pupils on the grounds of the College or on any activity associated with the College.

1. School Strategy

Rockwell College will employ a number of strategies in order to maximise learning opportunities and reduce risks with the internet. The strategies are as follows:

- Internet sessions will only take place with teacher/management permission and under supervision.
- Filtering software and/or equivalent systems will be used in order to minimise the risk of exposure to inappropriate material.
- The school may monitor pupil’s internet usage.
- Teachers and 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 will be used and updated on a regular basis.
- The use of personal USBs, CD-ROMS, DVDS or any external memory device in school requires the teacher’s permission.
- Pupils will observe good ‘netiquette’ (i.e. good etiquette on the Internet) at all times and will not undertake any actions that will bring the school into disrepute or cause offence or hurt to any persons or groups.
- Pupils are prohibited from interfering or changing computer settings, desktops, software, hardware or any peripheral devices.

2. Acceptable Use

- Pupils will use the Internet for educational use only.
- Users will be familiar with copyright issues to online learning.
- If pupils encounter inappropriate or illegal material on the computer they will switch off their computer immediately and report it to their teacher or someone in school authority.
- Using school approved e-mail accounts under supervision by or with permission from a teacher.
- Pupils will note that sending and receiving e-mail attachments is subject to permission from their teacher.
- Pupils will only have access to chat rooms, discussions forums and other communication forums that have been approved by the school and with their teacher’s permission.
- Chat room discussion forums or other electronic communications will only be used for educational purposes and under supervision. In this event, user names may be used to avoid disclosure of identity.
- Pupils may be given the opportunity to publish projects, artwork or school work on the World Wide Web.
- The publication of student work will be coordinated by the teacher.

- Digital photographs, audio or video clips of individual pupils will only be published on the school website with student and parental permission.

3. Unacceptable Use

- Visiting Internet sites that contain obscene, illegal or otherwise objectionable materials as determined by College authorities.
- Disclosing or publicizing personal information or information on other pupils or school personnel on the internet, this includes accessing social networking sites.
- Purchasing products
- Engaging in online gambling
- use the internet to send/access text messaging services without the express permission of staff.
- Accessing personal e-mail accounts in school without a specific educational reason and without staff supervision/instruction.
- Sharing access to school-allocated log-in details.
- Sending or requesting any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person as determined by the College authorities. This includes the use of any social media outlet in a manner that causes huts, embarrassment or distress to a pupil or member of staff as outlined in the Code of Behaviour.
- Revealing one's own or other people's personal details, such as addresses, telephone numbers, e-mail addresses or photographs.
- Completing registration forms or join organizations via the internet other than those specifically required and directed by College staff.
- Arranging a face to face meeting with someone they know only through the internet.

4. Legislation

Information on the following legislation relating to the use of the internet which school, staff, pupils and parents should familiarise themselves with will be available in school:

- Child Trafficking and Pornography Act 1997
- 1993 Interception Act
- Video Recording Act 1989
- The Data Protection (Amendment) Act 2003 & General Data Protection Regulations (2018)

5. Support Structures

Rockwell College will provide information on support and organizations that deal with illegal material or harmful use of the internet if required. Responsible internet use will be promoted by all staff within a range of subject areas but specifically within SPHE and Wellbeing.

6. 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 relating to the misuse of the internet to the appropriate authorities.

7. Related Policies

Matters related to Acceptable Use will also feature in the following College policies:

- Code of Behaviour
- Social, Personal & Health Education policy.
- Data Protection Policy

- Anti-Bullying Policy

8. Consultation

All partners in the school community i.e. Staff, Student Council (on behalf of the pupils), Parents' Council, Board of Management have been consulted in drafting this Policy document.

9. Monitoring and Review

This Policy will be reviewed on an ongoing basis and subject to the requirements of the Department of Education & Skills.

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This policy was ratified by the Board of Management of Rockwell College

Sr. Ena Quinlan

April 12th 2018

Chairperson, BOM

Date