



## Acceptable Use Policy

School Name Bunscoil Chríost Rí

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General Approach

The aim of this Acceptable Use Policy (AUP) is to ensure that pupils will benefit from the learning opportunities offered by the school's internet resources and digital technologies in a safe and effective manner in line with: - ICT Circular 0014/2026 - The Digital Strategy for Schools to 2027 - The school's Digital Learning Plan - Relevant legislation including GDPR, the Child Protection Procedures, and the EU Web Accessibility Directive.

The aims of this AUP are to: - Support the effective and inclusive use of digital technologies for teaching and learning - Promote safe, ethical and responsible digital behaviour - Protect pupils and staff from harm, risk and misuse of technology - Clarify the responsibilities of all users - Ensure compliance with national policy, circulars and legislation

Internet use and access is considered a school resource and privilege. If the school AUP is not adhered to this privilege may be withdrawn and appropriate sanctions will be imposed.

When using the internet pupils, parents and staff are expected:

- To treat others with respect at all times.
- Not undertake any actions that may bring the school into disrepute.
- Respect the right to privacy of all other members of the school community.
- Respect copyright and acknowledge creators when using online content and resources.

This AUP applies to those who have access to and are users of the internet and digital technologies in Bunscoil Chríost Rí.

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

Bunscoil Chríost Rí will deal with incidents that take place outside the school that impact on the wellbeing of pupils or staff under this policy and associated codes of behaviour and anti-bullying policies, i.e. Bí Cineálta. In such cases Bunscoil Chríost Rí will, where known, inform parents/carers of incidents of inappropriate online behaviour that take place out of school. This policy applies to: - All school-owned digital devices and ICT infrastructure - Personally-owned devices used for school-related purposes - Internet access, email, learning platforms and cloud-based tools - Emerging technologies, including Artificial Intelligence (AI) - Use of digital technologies both within the school and, where relevant, outside school hours when representing the school.

Bunscoil Chríost Rí implements the following strategies on promoting safer use of the internet:

- Pupils will be provided with education in the area of internet safety as part of our implementation of the Wellbeing (SPHE) curriculum. ● Teachers will be provided with continuing professional development opportunities in the area of internet safety.
- Bunscoil Chríost Rí participates in Safer Internet Day activities to promote safer, more effective use of the internet.

This policy and its implementation will be reviewed regularly by the following stakeholders:

- Board of Management, teaching staff, and parents/pupils.

### Content Filtering

The school takes reasonable measures to ensure safe internet access, including content filtering and supervision. However, no system is completely secure.

Pupils are taught to: - Be cautious when sharing personal information online - Report anything that makes them uncomfortable or concerned - Understand that online actions have real-world consequences

Any incidents of concern will be addressed in line with the school's Behaviour Policy, Bí Cineálta and Anti-Bullying Procedures.

Bunscoil Chríost Rí has chosen to implement the following level on content filtering on the Schools Broadband Network which operates the filtering solution provided by Palo Alto Networks :

- Level 4 - This level allows access to millions of websites including games and YouTube but blocks access to websites belonging to the personal websites category and websites such as Facebook belonging to the Social Networking category.

Pupils taking steps to by-pass the content filter by using proxy sites or other means may be subject to disciplinary action, including written warnings and withdrawal of access privileges.

If a teacher wishes to integrate a web page into a lesson, that page will be fully previewed/evaluated prior to its classroom usage, for inappropriate advertising content, imagery, and text. If such content exists on the webpage, teachers must download the required lesson content to a word processing document and close the webpage prior to the lesson.

### Web Browsing and Downloading

- Users of school digital technologies must: - Use devices and online services for educational purposes only - Respect the rights, privacy and dignity of others - Follow instructions from staff at all times - Keep login details secure and confidential - Use appropriate language and content in all digital communications
- The following are not permitted: - Accessing or sharing inappropriate, offensive or harmful material - Cyberbullying, harassment or intimidation - Downloading unauthorised software or files - Attempting to bypass security or filtering systems - Recording, photographing or sharing images/audio/video without permission
- Pupils and staff will not intentionally visit internet sites that contain obscene, illegal, hateful or otherwise objectionable materials. ● Pupils will report accidental accessing of inappropriate materials in the classroom to their teacher.
- Pupils will not copy information from the internet without acknowledging the creator and referencing the source of the content. ● Pupils and staff 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 use the school's internet connection only for educational purposes.
  - Pupils will not download or view any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.
  - Downloading by pupils of materials or images not relevant to their studies is not allowed.

## Email and Messaging

- The use of personal email accounts is only allowed at Bunscoil Chríost Rí with expressed permission from members of the teaching staff. ● Pupils should not under any circumstances share their email account login details with other pupils.
- Pupils should not use school email accounts to register for online services such as social networking services, apps, and games. ● Pupils will use approved class email accounts only under supervision by or permission from a teacher.

Pupils will not send any material that is illegal, obscene, and defamatory or

that is intended to annoy or intimidate another person.

Pupils should immediately report the receipt of any communication that makes them feel uncomfortable, is offensive, discriminatory, threatening or bullying in nature and must not respond to any such communication.

### Use of Artificial Intelligence (AI)

In line with national guidance and the Digital Strategy for Schools to 2027: - AI tools may be used to support teaching and learning where appropriate and teacher-directed - Pupils must not use AI to misrepresent their own work or learning - Staff must ensure AI use is age-appropriate, ethical and inclusive - Personal data must not be entered into AI tools unless approved and compliant with GDPR

The school will review AI use regularly as guidance evolves.

### Social Media

The following statements apply to the use of messaging, blogging and video streaming services in Bunscoil Chríost Rí:

- Use of instant messaging services and apps including Snapchat, WhatsApp, G Chat etc. is not allowed in Bunscoil Chríost Rí.
- Use of blogs such as Word Press, Tumblr etc. is allowed in Bunscoil Chríost Rí with express permission from teaching staff.
- Use of video streaming sites such as YouTube and Vimeo etc. is allowed with express permission from teaching staff.

Staff and pupils must not use social media and the internet in any way to harass, insult, abuse or defame pupils, their family members, staff, or other members of the Bunscoil Chríost Rí community.

Staff and pupils must not discuss personal information about pupils, staff and other members of the Bunscoil Chríost Rí community on social media.

Staff and pupils must not use school email addresses for setting up personal social media accounts or to communicate through such media.

Staff and pupils must not engage in activities involving social media which might bring Bunscoil Chríost Rí into disrepute.

Staff and pupils must not represent their personal views as those of Bunscoil Chríost Rí on any social platform.

### Personal Devices

Pupils using their own technology in school should follow the rules set out in this agreement, in the same way as if they were using school equipment.

The following statements apply to the use of internet-enabled devices such as tablets, gaming devices, and digital music players in Bunscoil Chríost Rí:

- Pupils are only allowed to bring personal internet-enabled devices into Bunscoil Chríost Rí with expressed permission from staff.
- Pupils are not allowed to use personal internet-enabled devices during social time.

### Images & Video

Care should be taken when taking photographic or video images that pupils are appropriately dressed and are not participating in activities that might bring the individuals or the school into disrepute.

At Bunscoil Chríost Rí pupils must not take, use, share, publish or distribute images of others without their permission.

Taking photos or videos on school grounds or when participating in school activities is only allowed with expressed permission from staff.

Permission from parents or carers will be obtained before photographs of pupils are published on the school website or class blogs.

Pupils must not share images, videos or other content online with the intention to harm another member of the school community regardless of whether this happens in school or outside.

### Data Protection and Privacy

All users must comply with data protection legislation. - Personal data must be handled securely and confidentially - Images or recordings of pupils will only be

taken or shared in accordance with school policy and parental consent - School-approved platforms must be used for communication and storage

## Accessibility and Inclusion

In line with the EU Web Accessibility Directive and inclusive education principles: - The school strives to ensure digital content and platforms are accessible to all learners - Assistive technologies and differentiated digital supports may be used to support pupils with additional needs - Accessibility considerations form part of digital planning and review

## Cyberbullying

When using the internet pupils, parents and staff are expected to treat others with respect at all times.

Engaging in online activities with the intention to harm, harass, or embarrass another pupil or member of staff is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved.

Measures are taken by Bunscoil Chríost Rí to ensure that staff and pupils are aware that bullying is defined as unwanted negative behaviour, verbal, psychological or physical, conducted by an individual or group against another person (or persons) and which is repeated over time. This definition includes cyber-bullying even when it happens outside the school or at night. Isolated or once-off incidents of intentional negative behaviour, including a once-off offensive or hurtful text message or other private messaging, do not fall within the definition of bullying and will be dealt with, as appropriate, in accordance with the school's code of behaviour.

The placing of a once-off offensive or hurtful public message, image or statement on a social network site or other public forum, where that message, image or statement can be viewed and/or repeated by other people will be regarded as bullying behaviour.

## Sanctions

Misuse of the internet such as those above, may result in disciplinary action

including:

- written warnings to parents,
- withdrawal of access privileges
- Sanctions in accordance with the school's Code of Discipline and Good Behaviour.

The school also reserves the right to report any illegal activities to the appropriate authorities.

### School Websites

Pupils may be given the opportunity to publish projects, artwork or school work on the internet in accordance with clear policies and approval processes regarding the content that can be loaded to the school's website.

The website will be regularly checked to ensure that there is no content that compromises the safety, privacy, or reputation of students or staff. Webpages allowing comments or user-generated content will be pre-moderated and checked to ensure that they do not contain any inappropriate or offensive content.

The publication of student work will be coordinated by a teacher.

Bunscoil Chríost Rí I will use only digital photographs, audio or video clips of focusing on group activities. Content focusing on individual students will only be published on the school website with parental permission.

Personal student information including home address and contact details will not be published on Bunscoil Chríost Rí web pages.

Bunscoil Chríost Rí will avoid publishing the first name and last name of pupils in video or photograph captions published online.

### Distance Learning

Where teaching cannot be conducted in the school premises, teachers may use online platforms such as Aladdin, Seesaw, Google Classroom, Padlet, or Zoom or other online platforms approved by the Principal, to assist with remote teaching. The school will enable the most up-to-date privacy and security features which these platforms provide. In keeping with the General Data

Protection Regulation (GDPR), in order for your child to use these online platforms, the school must get your consent.

The Aladdin platform is used extensively to facilitate contact between home and school by email. In the case of Seesaw parents will be required to give permission and must monitor its use by their children. In the case of Zoom meetings, a link will be sent to the email address provided by the parent on the Aladdin platform.

Individual calls or video-chats by Teachers, Special Education Teachers and Special Needs Assistants may only take place if the pupil's parent is present at the beginning and the conclusion of the call.

**Pupils must at all times adhere to the principles of this Acceptable Use Policy when using the online platforms described above.**

**This means:**

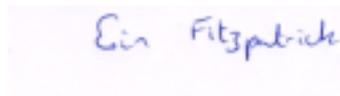
- **To treat others with respect at all times.**
- **Not undertake any actions that may bring the school into disrepute.**
- **Respect the right to privacy of all other members of the school community.**
- **Not recording meetings or taking photographs or screenshots**

In the absence of the teacher, it is important that parents supervise their children's online activity. For advice on this please visit the Webwise site, [www.webwise.ie](http://www.webwise.ie)

Permissions

c/f Aladdin Connect Permissions Tab.

Ratified on:



Signed: \_\_\_\_\_ Signed: \_\_\_\_\_ Denis Bohane Eoin  
Fitzpatrick Chairperson BOM Principal

Review Date: February 2030