St Cronan's National School, Rosemount, Roscrea, Co Tipperary
0505 21636 stcronansrosemount@gmail.com
www.stcronansnsrosemount.ie

Acceptable Use Policy

The aim of this Acceptable Use Policy 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. This privilege will be introduced to all class pupils. If the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions - as outlined in the AUP - will be imposed. This AUP will be revised regularly. This Acceptable Use Policy is part of the school's overall Code of Behaviour and Anti-Bullying Policy and should be read in conjunction with them.

Staff at St. Cronan's National School have expressed growing concern regarding pupils' unlimited and unsupervised access to the internet and digital devices at home. This lack of oversight has led to a noticeable increase in the use of inappropriate sexual language and innuendos within the school environment. Such behaviour is not only disruptive to learning but also deeply concerning from a child protection perspective, as it indicates exposure to unsuitable online content. The staff strongly urge parents and guardians to take an active role in monitoring and guiding their children's online activity to help ensure their safety and wellbeing, both at home and in school.

Parents were asked to attend a zoom call with Richard Hogan on 21/05/2025 to support them in addressing our concerns.

Technologies Covered:

St. Cronan's National School may provide students with Internet access, desktop computers, digital imaging equipment, laptop or tablet devices, video-conferencing capabilities, virtual learning environments, online collaboration capabilities, online discussion forums, blogs and more. This policy is intended to cover all online technologies used in the school, not just those specifically mentioned.

School's Strategy

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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.

- The use of USBS or other digital storage media in school requires a teacher's permission.

- 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 intentionally visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.

- Students will immediately report accidental accessing of inappropriate materials to the teacher in accordance with school procedures.

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- Students will use the Internet for educational purposes only during class time. During wet play times, children may be allowed to use the Internet for entertainment purposes. However, all websites will be vetted by the class teacher.

- Students will learn not to copy information into assignments without acknowledging the source or author of the original work (plagiarism and copyright infringement).

- Downloading by students of materials or images not relevant to their studies is in direct breach of the school's acceptable use policy.

- Students will never disclose or publicise personal information.

- Students 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.

E-Mail

- School student email addresses and Google drive are to be used for educational purposes only.

- The email address provided by the school to each student is the property of St. Cronan's NS. All content will be monitored by staff at the school.

- Students will use approved class e-mail accounts under supervision by or permission from a teacher.

- Students will not send or receive any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person. If a child receives any inappropriate emails, he/she should inform the class teacher and a parent/ guardian.

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With the advent of Web 2.0, the Internet has become a two-way communication system for the school and the wider community. Services such as Spellings for Me, Class Dojo, Seesaw, Google Classroom, Aladdin, Zoom, Facebook and other social media are being used by the school to communicate with parents and also for parents to communicate with the school. These services, although not owned by St. Cronan's National School, form part of our web services and all content that is placed on these services falls under this policy.

The safety of our children on the web is of utmost importance so the following rules apply to the school and parents. Web 2.0 is open to potential dangers when used inappropriately. We would ask:

- Parents and guardians are encouraged to regularly check their child's online activity. Parents are encouraged to check social media apps (e.g. Facebook, Snapchat, Viber, WhatsApp, Instagram etc.) on mobile phones and electronic devices to ensure they are aware of their child's online interaction with others and approve of same.
- Please do not "tag" photographs or any other content which would identify any children or staff in the school.
- Please ensure that online messages and comments to the school are respectful. Any messages written on social media are treated in the same way as written messages to the school.
- Avoid any negative conversations about children, staff or parents on social media and messaging (WhatsApp, Messenger, etc.) accounts. If you have an issue with something in the school, social media and messaging apps are not the place to raise it. When inappropriate communications are reported, the School will request that they are deleted.

- Please do not request to "friend" a member of staff in the school. The staff would like to keep their personal lives personal. It may be awkward for a staff member to be asked to ignore a Facebook or other social network request.

- Please do not add advertisements to our wall without prior permission of the principal.

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- 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 e-mail attachments is subjects to permission from their teacher.

Internet Chat

- Students will only have access to social media, chat rooms, discussion forums, messaging or other electronic communication fora that have been approved by the school and deemed appropriate for a particular activity.

- Chat rooms, discuss forums and other electronic communication forums will only be used for educational purposes and will always be supervised.

- Usernames will be used to avoid disclosure of identity.

- Face-to-face meetings with someone organised via Internet chat will be forbidden.

- Use of social networking sites to invoke anti-pupil or anti-teacher campaigns will be treated as serious misdemeanours and will be dealt with according to the School Code of Behaviour.

Web 2.0

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- Failure to keep the above rules will result in a permanent ban to our social media accounts.

School Website

The school has a website www.stcronansnsrosemount.ie.

- Students will be given the opportunity to publish projects, artwork or school work on the World Wide Web 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 of students or staff.

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

- The school will endeavour to use digital photographs, audio or video clips 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 be omitted from school web pages.

- The school website will avoid publishing the last name of individuals in a photograph.

- The school will ensure that the image files are appropriately named and will not use students' names in image file names or ALT tags if published on the web.

- Students will continue to own the copyright on any work published.

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Personal Devices

- Children are not allowed to bring personal devices/ electronic devices to school, including school tours and other out of school events.

- Children who need to contact home during school hours may do so through the school office using the school landline phone.

- Pupils using their own technology in school, such as (but not restricted to) a mobile phone, smartphone, iPad, iPod, iPhone, gaming device, laptop, or tablet device is in direct breach of the school's Acceptable Use Policy if any of these devices are turned on and used in class or during school hours. Any pupil who brings a personal/ electronic device to school risks having it confiscated and returned only to a parent/ guardian.

- Pupils sending nuisance text messages is a direct breach of the school's Acceptable Use Policy.

- The unauthorised taking of images with a mobile phone camera or electronic device, still or moving, is in direct breach of the school's acceptable usage policy.

Student Laptops/ Tablets

- Currently, there are 13 student laptops and 5 tablets for use within the classroom setting. Each laptop/tablet has been configured for student use.
- Any use of laptops/ tablets is monitored and supervised by the teacher.

Distance Learning

- In circumstances where teaching cannot be conducted on the school premises, teachers may use Google Classroom, Zoom, Seesaw, Class Dojo or other platforms (Online Platforms) approved by the Principal as

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platforms to assist with remote teaching where necessary.

- The school has signed up to the terms of service of the Online Platforms in use by the school. The School has enabled the most up to date security and privacy features which these Online Platforms provide.

- In the case of online platforms, parents/ guardians will be expected to monitor any content uploaded by their child. In the case of Seesaw, parents/ guardians will be provided with a code and will be expected to monitor the child's access to and use of the platform.

- Appropriate parental consent will be sought prior to the use of any online platforms.

- Parents/ Guardians must agree to monitor their child's participation in any such communications conducted on the Online Platforms employed by the school.

- Parents/ Guardians, children and staff must not use devices to record and/or alter in any way audio, image or video – live or pre-recorded – unless specifically permitted by the school.

- Parents/ Guardians, children and staff must also be vigilant in terms of child protection with regards to recording children online.

- Parents/ Guardians, children and staff must ensure that they never share any media of children in school online, including their own social media profiles unless expressly permitted by the school and anyone appearing in the media.

- Avoid any negative conversations about children, staff or parents/ guardians on social media and messaging (WhatsApp, Messenger etc.) accounts. If you have an issue with something in the school, social media and messaging apps are not the place to raise it. When inappropriate

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communications are reported, the School will request that they are deleted.

"Netiquette"/ Personal Safety

Netiquette may be defined as appropriate social behaviour over computer networks and in particular in the online environment.

- Students should always use the Internet, network resources and online sites in a courteous and respectful manner.
- Students should be polite, use correct language and not harass others or provoke fights online.

- Students should also recognise that among the valuable content online, there is also unverified, incorrect, or inappropriate content.

- Students should not post anything online that they wouldn't want parents, teachers, or future colleges or employers to see. Once something is online, it is out there – and can sometimes be shared and spread in ways you never intended.

Cyber-Bullying

Bullying is repeated aggression, verbal, psychological or physical conduct by an individual or group against others. Bullying is always wrong and is unacceptable behaviour which should never be overlooked or ignored.

Cyber-bullying refers to bullying which is carried out using the internet, mobile phone or other technological devices. Cyberbullying generally takes a psychological rather than physical form but is often part of a wider pattern of 'traditional' bullying. It can take the form of sending nasty, mean or threatening messages, emails, photos or video clips, silent phone calls, putting up nasty posts or pictures on a message board, website or chat room, saying hurtful things in a chat room, pretending to be someone else in a chat room or message board or

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text message and saying hurtful things, or accessing someone's accounts to make trouble for them.

- Staff, pupils, parents and Board of Management (BOM) are made aware of issues surrounding cyber-bullying.

- If students see a message, comment, image or anything else online that makes them concerned for their personal safety, they must bring it to the immediate attention of a) a teacher if they are at school and/or b) a parent/ guardian if they are at home.
- Pupils and parents will be urged to report all incidents of cyber-bullying to the school. All reports of cyber-bullying will be noted and investigated in accordance with the school's Anti-Bullying and Child Protection policies as particular.

- Staff CPD will assist in learning about current technologies.

- Pupils will learn about cyber-bullying through Social, Personal and Health Education (SPHE) and other curriculum projects.

Following any incident of cyberbullying, appropriate supports such as guidance counselling, parental engagement, or referral to external support services will be provided in line with our Anti-Bullying Policy and Bí Cineálta procedures.

Legislation

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

- Data Protection Act 2018
  http://www.irishstatutebook.ie/eli/2018/act/7/enacted/en/html
- Data Protection (Amendment) Act 2003
  http://www.irishstatutebook.ie/2003/en/act/pub/0006/index.html
- Child Trafficking and Pornography Act 1998
  http://www.irishstatutebook.ie/1998/en/act/pub/0022/index.html
- Interception Act 1993

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http://www.irishstatutebook.ie/1993/en/act/pub/0010/index.html
- Video Recordings Act 1989
  http://www.irishstatutebook.ie/1989/en/act/pub/0022/index.html
- The Data Protection Act 1988
  http://www.iriststatutebook.ie/1988/en/act/pub/0025/index.html

Support Structures

The school will inform students and parents of key support structures and organisations that deal with illegal material or harmful use of the Internet.

- NCTE - http://www.ncte.ie/InternetSafety/
- Webwise - http://www.webwise.ie
- Make IT Secure - http://makeitsecure.org

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.

Roles and Responsibilities:

All staff share in the co-ordination and implementation of this policy. This policy is monitored on an ongoing basis and amendments added as new technology comes on stream.

Review

This policy was reviewed in May 2025 and updated in line with department guidelines. This policy has been reviewed and updated in line with the *Bí Cineálta: Anti-Bullying Procedures for Primary and Post-Primary Schools (2023/24)* and pupils were involved in creating our School Bí Cineálta Policy.

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Ratification

This updated policy will be ratified by the Board of Management (BOM) at St. Cronan's National School on 22nd May 2025

Canon Jane Galbraith   22-5-2025

Chairperson, Board of Management   Date

Ann Powell   22/05/2025

Principal   Date