



Gaelscoil na Lochanna

A Chairde,

One of the projects underway at the moment in the school is the beginnings of enhancing our computer facilities in the school. At present, we have one office computer, recently with Broadband installed, (funded by the Department of Education and Science) and one other computer. Of course, this is step one in a long line of steps towards our long term aim, which is for internet/computer access for all the children and we will proceed towards this as best we can.

We welcome the wonderful assistance of parents who to date have been managing and are helping us to advance our school website. www.gaelscoilna Lochanna.com (Watch this space!)

Ahead of any advances, it is prudent and we are required to have safety policies in place, namely An Acceptable User Policy (AUP) to maximize learning opportunities and reduce risks associated with the Internet.

This AUP is divided into 2 parts (1 for staff and 1 for pupils). It covers safety relating to use of:

- World wide web
- Email
- School Website
- Personal Devices

The AUP (for pupils) is posted (as Gaeilge agus as Béarla) her below. Please read this and we ask parents to return the attached permission form. GRMA. If you require a hardcopy of the policy for reading, please just let us know and we can print them in the school for you. GRMA.

For your information the school's access to the Internet (organized by the Dept of Ed. and Sc.) is filtered through the NCTE and the following safe websites are available:

A wide range of websites **including educational, cultural and general interest categories.**

This option allows access to a wide range of content, and to all categorised websites (over 28 million websites) except for the following categories:

Abused drugs, Cult or Occult, Hacking, Illegal or Questionable, Racism or Hate, Violence, Abortion, Adult Materials, Advocacy Groups, Alcohol and Tobacco, Gambling, Militant and Extremist, Nudity, Pornography, Tasteless, Weapons, Pay to surf, Malicious Websites, Spyware, Personal and Dating, and all sites that are not yet categorised by the system.

GSNL AUP (acceptable user policy) Daltaí / Pupils

School Name: Gaelscoil na Lochanna

Address: f/ch Adult Education Centre, VEC, Baile Coimín, Co. Chill Mhantáin

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. 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.

This version of the AUP was created in November 2007 by the Principal, members of Board of Management and parents.

School's Strategy

The school employs 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 personal floppy disks, memory sticks, CD-ROMs, or other digital storage media in school requires a teacher's permission.
- Students will treat others with respect 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 report accidental accessing of inappropriate materials in accordance with school procedures.
- Students will use the Internet for educational purposes only.
- Students will not copy information into assignments and fail to acknowledge the source (plagiarism and copyright infringement).
- Students will never disclose or publicise personal information.
- Downloading materials or images not relevant to their studies, is in direct breach of the school's acceptable use policy.
- 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.

Email

- Students will use approved class email 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.
- 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.

Internet Chat

- Students will only have access to chat rooms, discussion forums, messaging or other electronic communication forums that have been approved by the school.
- Chat rooms, discussion 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.

School Website

- Pupils 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 pupils or staff.
- Website using facilities such as guestbooks, noticeboards or weblogs will be checked frequently to ensure that they do not contain personal details.
- The publication of student work will be co-ordinated by a teacher.
- Pupils' work will appear in an educational context on Web pages with a copyright notice prohibiting the copying of such work without express written permission.
- The school will endeavour to use digital photographs, audio or video clips for focusing on group activities. Content focusing on individual students will not be published on the school website with out the parental permission. Video clips may be password protected.
- Personal pupil information including home address and contact details will be omitted from school web pages.
- The school website will avoid publishing the first name and last name of individuals in a photograph.
- The school will ensure that the image files are appropriately named – will not use pupils' names in image file names or ALT tags if published on the web.
- Pupils will continue to own the copyright on any work published.

Personal Devices

Pupils using their own technology in school, such as leaving a mobile phone turned on or using it in class, sending nuisance text messages, 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.

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 (Amendment) Act 2003
- Child Trafficking and Pornography Act 1998
- Interception Act 1993
- Video Recordings Act 1989
- The Data Protection Act 1988

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.

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.

Polasaí AUP



Permission Form

Please review the school Internet Acceptable Use Policy (published on the school website or available in hard copy from school office), sign and return this permission form to the Principal.

Gaelscoil na Lochanna

Ainm an pháiste / Name of Pupil: _____

Rang / Class: _____

Parent / Guardian

As the parent or 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.

I accept the above paragraph
(Please tick as appropriate)

I do not accept the above paragraph

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 on the school website.

I accept the above paragraph
(Please tick as appropriate)

I do not accept the above paragraph

Signature: _____ Date: _____

GSNL Polasaí Úsáide Inghlactha Daltaí

Ainm na Scoile: Gaelscoil na Lochanna

Seoladh: f/ch Adult Education Centre, VEC, Baile Coimín, Co.Chill Mhantáin.

Is é aidhm an Pholasaí Úsáide Inghlactha a chinntiú go bhfaighidh daltaí buntáistí as na deiseanna foghlama as acmhainní Idirlín na scoile ar bhealach sábháilte agus éifeachtach. Féachtar ar úsáid agus rochtain Idirlín mar acmhainn agus mar phribhléid scoile. Mura gcomhlíontar polasaí AUP na scoile mar sin tarraingeofar siar an phribhléid agus gearrfar smachtbhannaí cuí - mar atá leagtha amach san AUP.

Tá sé i gceist go ndéanfaidh ionadaithe scoile agus tuismitheoirí athbhreithniú gach bliain ar an AUP. Sula síneofar é ba chóir an AUP a léamh go cúramach lena léiriú go dtuigtear agus go nglactar le coinníollach na húsáide.

Cruthaíodh an leagan seo den AUP I mí na Samhna 2007

Ag an bPríomhoide, baill an Bhoird Bhainistíochta, agus grúpa tuismitheoirí.

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Straitéis na Scoile

Bainfidh an scoil leas as roinnt straitéisí chun cur chomh mór agus is féidir le deiseanna foghlama agus le rioscaí a bhaineann leis an Idirlíon a laghdú. Is iad na straitéisí na cinn seo a leanas:

Go Ginearálta

- Beidh múinteoir i gcónaí ag maoirsiú seisiúin Idirlín.
- Bainfeadh leas as bogearraí scagtha agus/nó córais chomhionann chun an riosca a bhaineann do nochtadh d'ábhar míchuí a laghdú. Déanfaidh an scoil monatóireacht rialta ar úsáid idirlín na ndaltaí.
- Cuirfeadh oiliúint ar fáil do dhaltaí agus do mhúinteoirí maidir le sábháilteacht Idirlín.
- Ní cheadófar íoschóipeáil nó uaslódáil a dhéanamh ar bhogearraí nach mbeidh ceadaithe.
- Bainfeadh leas as bogearraí cosanta víreas agus tabharfar é cothrom le dáta go rialta.
- Beidh cead ón múinteoir riachtanach chun dioscaí flapacha pearsanta nó CD-ROMann a úsáid sa scoil.
- Cleachtóidh na daltaí dea “netiquette” (i.e., etiquette ar an Idirlíon) ag gach tráth agus ní thabharfaidh siad faoi aon ghníomh a tharraingeoidh drochcháil ar an scoil.

An Gréasán Domhanda

- Ní rachaidh mic léinn chuig láithreáin Idirlín ar a mbeidh ábhair ghraostacha, mídhleathacha, fuatha nó a bheidh míchuí ar bhealach eile. Is chun críocha oideachais amháin a bhainfidh daltaí úsáid as an idirlíon.
- Beidh eolas ag daltaí ar cheisteanna cóipchirt a bhaineann le foghlaim ar líne.
- Ní dhéanfaidh daltaí nochtadh nó foilsíú ar eolas pearsanta.
- Beidh a fhios ag daltaí go bhféadfadh aon úsáid lena n-áirítear eolas a dháileadh nó a fháil, cibé obair scoile nó nithe pearsanta a bheith faoi mhonatóireacht ó thaobh ghníomhaíocht neamhghnách, slándáil, nó cúiseanna bainistíochta gréasáin.

Ríomhphost

- Úsáidfidh daltaí cuntais ríomhphoist cheadaithe faoi mhaoirseacht nó cead múinteora.
- Ní sheolfaidh agus ní bhfaighidh daltaí aon ábhar a bheidh mídhleathach, graostach ná míchlúiteach nó a bhfuil sé i gceist leis cur as do dhuine eile nó imeaglú a dhéanamh air.
- Ní fhoilseoidh daltaí a sonraí pearsanta féin ná sonraí daoine eile, nithe mar sheoltaí nó uimhreacha fóin nó pícíúir.
- Ní shocróidh daltaí cruinniú casadh go fisiciúil le haon duine.
- Tabharfaidh daltaí ar aird gur faoi réir chead óna múinteoir a fhéadfaidh daltaí aguisíní le ríomhphoist a fháil agus a sheoladh.

Comhrá Idirlín

- Ní bheidh rochtain ag daltaí ar sheomraí comhrá, ar fhóiraim chomhrá agus ar fhóiraim leictreonacha cumarsáide eile ach de réir mar a bheidh ceadaithe ag an scoil.
- Ní bhainfear leas as seomraí comhrá, fóiraim phlé agus fóiraim chumarsáide leictreonacha eile ach amháin do chríocha oideachais agus beidh sin faoi mhaoirseacht ag gach tráth.
- Bainfear úsáid as ainmneacha úsáideoirí chun fíorchéannacht a cheilt.
- Beid cosc iomlán ar chruinniú duine le duine trí chruinniú a bheidh eagraithe via comhrá Idirlín.

Gréasán Scoile

- Tabharfar deis do dhaltaí tionscadail, obair ealaíne nó obair scoile a fhoilsiú ar an nGréasán Domhanda.
- Déanfaidh múinteoir comhordú ar fhoilsiú obair daltaí.
- Foilseofar obair dhaltaí i gcomhthéacs oideachais ar leathanaigh Gréasáin le fógra cóipchirt a choscfaidh cóipeáil obair den sórt sin gach cead sonrach i scríbhinn.
- Ní foilseofar grianghraif dhigiteacha, clipeanna éisteachta nó físe de dhaltaí aonair ar an ngréasán scoile. Díreoidh grianghraif agus clipeanna éisteachta agus físe ar ghníomhaíochtaí grúpaí. D'fhéadfadh clipeanna físe cosaint pasfhocal a bheith ag dul leo.
- Fágfar amach eolas pearsanta faoi dhaltaí mar sheoladh baile agus sonraí teagmhála den leathanach gréasáin scoile.
- Beidh úinéireacht ag daltaí fós ar an gcóipcheart ar aon obair a foilseofar.

Reachtaíocht

Soláthróidh an scoil eolas ar an reachtaíocht seo a leanas maidir le húsáid an Idirlín agus ar chóir do dhaltaí, do mhúinteoirí agus do thuismitheoirí dul i dtraithi uirthi:

- An tAcht um Gháinneáil ar Leanaí agus Pornagrafaíocht Leanaí 1998
- An tAcht Tascartha 1993
- An tAcht um Fhístaiifeadtaí, 1989
- An tAcht um Chosaint Sonraí 1988

Struchtúir Thacaíochta

Cuirfidh an scoil eolas ar fáil do dhaltaí agus do thuismitheoirí faoi phríomhstruchtúir agus eagraíochtaí tacaíochtaí a bhíonn ag déileáil le hábhar mídhleathach agus úsáid dhochrach an Idirlín.

Smachtbhannaí

D'fhéadfadh gníomh disciplíne teacht as mí-úsáid a bhaint as an Idirlíon, lena n-áirítear tarraingt siar pribhléidí rochtana agus i gcásanna tromchúiseacha fionraí nó díbirt. Tá sé de cheart ag an scoil freisin aon ghníomhaíochtaí mídhleathacha a thuairisciú chuig na húdaráis chuí.

Polasaí AUP



Foirm Cheada

Féach le do thoil ar an bPolasaí Úsáide Inghlactha, sínigh agus cuir ar ais an fhoirm cheada seo chuig an bPríomhoide.

Gaelscoil na Lochanna

Ainm an Dalta: _____

Rang: _____

Tuismitheoir / Caomhnóir

Mar thuismitheoir/Caomhnóir dlíthiúil an dalta thuas tá an Polasaí Úsáide Inghlactha léite agam agus tugaim cead do mo mhac nó iníon rochtain a dhéanamh ar an Idirlíon. Tuigim go bhfuil rochtain Idirlín leagtha amach chun críocha oideachais. Tuigim freisin go bhfuil gach réamhchúram réasúnach glactha ag an scoil chun soláthar a dhéanamh do shábháilteacht ar líne ach ní féidir freagracht a bheith ar an scoil má dhéanann daltaí rochtain ar ghréasáin mhí-oiriúnacha.

Glacaim leis an alt thuas
(Cuir tic sa bhosca cuí)

Ní ghlacaim leis an alt thuas

Maidir le gréasán na scoile tuigim sa chás gur cuí leis an scoil sin 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 a fhoilsiú ar ghréasán na scoile.

Glacaim leis an alt thuas
(Cuir tic sa bhosca cuí)

Ní ghlacaim leis an alt thuas

Síniú: _____ Dáta: _____