

# INTERNET USAGE POLICY

The aim of this 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 is school resource and privilege. If the policy is not adhered to then the privilege will be withdrawn and appropriate action will be taken.

This policy will be reviewed annually by both school and parent representatives. It is necessary that the contents of the policy should be read carefully to ensure that the conditions of internet use are accepted and understood.

The school will employ a number of strategies in order to maximize learning opportunities and reduce risks associated with the internet.

## General

- Internet access will always be supervised by a teacher.
- Inappropriate websites are automatically blocked.
- Uploading and downloading of un-approved software will not be permitted.
- Each PC will be individually fire-walled and virus protection software will be used and updated on a regular basis.
- Personal floppy disks and CD-ROMs can only be used with teacher's permission.
- Pupils will observe good 'netiquette' at all times and will not do anything that may bring the school into disrepute.

## E-Mail

E-mail services will not be given to pupils. Any necessary e-mails will be moderated by teachers.

## Internet Chat

Web chat will not be available to students. Any necessary forums of electronic communication will only be allowed under strict supervision of the teacher.

## School Website

- The school website will contain information relating to the school and will give the pupils an opportunity to publish projects, artwork or schoolwork on the internet. A number of guidelines will also be put in place to protect the pupils.
- The publication of the work will be co-coordinated by a teacher
- Children will only referred to by first names on web pages.
- Any images of pupils will not be labeled with their names.
- No close up pictures of pupils will be available Online. Any pictures used will focus on group activities.
- Children and staff will never reveal their personal details, and home addresses & telephone numbers on the web or in dialogue with other Internet users.

## Sanctions

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