



**ARDSCOIL RÍS**  
**Internet Acceptable Use Policy**

**Mission Statement**

Ardscoil Rís aims to provide a holistic education, which is driven by a Catholic ethos. We strive to create a safe environment, which fosters inclusion, honesty, dignity and respect. The School community encourages the individual in their pursuit of excellence. We aim to promote among our students a sense of pride in their school. The characteristic spirit of our school is based on vision and the values of the ERST charter.

The five characteristics of an Edmund Rice school underpin the operation of Ardscoil Rís, namely;

- Nurturing Faith, Christian Spirituality and Gospel- Based Values.
- Promoting Partnership
- Excellence in Teaching & Learning
- Creating a Caring School Community
- Inspiring Transformational Leadership Basic Principles

**Rationale**

The wellbeing of our students is a key priority of the school. The use of the internet and technological devices is now an integral part of the lives of young people. The aim of this Acceptable Use Policy (AUP) is to ensure that students will benefit from learning opportunities offered by the school's digital resources in a safe and effective manner.

This policy has been developed in consultation with the Board of Management, parents, staff and students. This is a school-wide policy, for implementation by all staff, students, parents and the Board of Management.

It is envisaged that the Board of Management will review the AUP. Before signing, the AUP should be read carefully to ensure that the conditions of use are accepted and understood.

This Acceptable Use Policy applies to students who have access to and are users of the internet in Ardscoil Rís. It also applies to members of staff, volunteers, parents, carers and others who access the internet in Ardscoil Rís.

The school will monitor the impact of the policy using:

- Logs of reported incidents.
- Surveys and/or questionnaires of pupils, parents, and teaching staff.

## **Content Filtering**

Ardscoil Rís has chosen to implement the following level on content filtering on the Schools Broadband Network:

### **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.

Students taking steps to by-pass the content filter by using proxy sites or other means may be subject to disciplinary action, including written warnings, withdrawal of access privileges, detention and, in extreme cases, suspension or expulsion.

## **Personal Devices**

Students 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 **mobile phones, tablets, gaming devices, smartwatches**, in Ardscoil Rís:

## **Digital Learning Platforms (including video conferencing)**

- Ardscoil Rís is a Google School. Every pupil has been furnished with a school email address ending with @ardscoilris.com. This is the official email address for accessing their Google classroom for Learning. The school domain will not recognise email addresses from outside this domain and access to Google Classrooms will be denied.  
Every teacher has a school email address in this domain.  
This is the only form of acceptable communication between staff and students
- All school-related media and data should be stored on the school's platform.
- The use of digital platforms should be used in line with considerations set out in the school's data protection plan (GDPR).

- Passwords for digital platforms and accounts should not be shared.
- Prior acceptance via our Code of Behaviour will be sought from parents for student usage of the schools' digital learning platform each academic year.
- Where teachers have established a Google classroom for their classes, this can be accessed through a code which has been given to each student. It is the responsibility of each student to ensure that they have their up to date access codes where relevant.
- Code of Behaviour in Ardscoil Rís applies online in the same way as it applies in the actual physical classroom. Any inappropriate behaviour on a digital device or online will be dealt with according to the school rules and regulations.

### **Internet Use**

- Students will not intentionally visit internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- Students 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.
- Students will not download or view any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.
- Students will never disclose or publicise personal information or passwords.
- Where students are found to be repeatedly disregarding the AUP further sanctions will apply under the Code of Behaviour up to and including expulsion.

### **Artificial Intelligence Use**

- The use of Artificial Intelligence tools, such as ChatGPT, Gemini (Google) and Copilot (Microsoft) should be used in line with considerations set out in the school's data protection plan (GDPR). Ensure no information of any person in the school, or linked in any way to the school, is inputted into a Gen AI tool.
- Where Gen AI tools are used, they must be selected with careful consideration for their positive impact on learning.
- Where Gen AI tools are used by staff and/or students, the tool must be referenced to avoid plagiarism.
- Students may only use Gen AI tools when given permission from their teachers.
- Students must follow the guidelines of their teachers when using GenAI in order to uphold the academic integrity of the school.
- Students must be educated in the acceptable and ethical use of Gen AI before using such tools.
- Code of Behaviour in Ardscoil Rís applies online in the same way as it applies in the actual physical classroom. As such, a student should keep a record of all drafts and research completed for any classwork in which Gen AI tools may have been used as evidence of authenticity.
- The classroom teacher, yearhead, deputy principal and principal can ask students to show evidence of their work such as drafts where there are any doubts of plagiarism.

- Any guidance in relation to AI usage issued by the Department of Education or the State Exams Commission will be followed by the school.
- Given speed of development in relation to AI, this policy may need to change/be updated during the academic year.

### **Email and Messaging**

- Students will use approved school email accounts.
- The Ardscoil Rís domain is owned and monitored by the school. As such, students should not use school email accounts to register for online services such as social networking services, apps, and games.
- Students 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. Students should report any such concerns to a teacher/member of staff.
- Students should avoid opening emails that appear suspicious. If in doubt, pupils should ask their teacher before opening emails from unknown senders.
- 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.
- All emails and opinions expressed in email are the responsibility of the author and do not reflect the opinion of the school.

### **Social Media and messaging services for Staff and Students**

This policy applies to personal websites such as social networking sites (for example Instagram and TikTok), blogs, mircoblogs such as Twitter, chatrooms, forums, podcasts, open access online encyclopedias such as Wikipedia, social bookmarking sites such as del.icio.us and content sharing sites such as Flickr and YouTube. The internet is a fast moving technology and it is impossible to cover all circumstances or emerging media.

- Students must not engage in activities involving social media which might bring Ardscoil Rís into disrepute.
- Students must not represent your personal views as those of Ardscoil Rís on any social medium.
- All proposals for using social networking applications as part of school service (whether hosted by the school or by a third party) must first be approved by the Principal.
- Social Media/Network applications such as the school App which are managed by school representatives:
  - Must not be used to publish any content which may result in actions for defamation, discrimination, breaches of copyright, data protection or other claim for damages. This includes but is not limited to material of an illegal, sexual or offensive nature that may bring the school into disrepute.
  - Must not be used for the promotion of personal financial interests, commercial ventures or personal campaigns.

### **Images and Video**

- Care should be taken when taking photographic or video images that students are appropriately dressed and are not participating in activities that might bring the

individuals or the school into disrepute.

- Any images or videos of students shared on the official school website or social media platforms will not be accompanied by full names of individuals pictured.
- Picture permissions are sought via the school App. If you do not wish to have your son's image shared on any of our platforms check your App or contact the Ardscoil Rís office.
- Taking photos or videos on school grounds or when participating in school activities is only allowed with expressed permission from staff.
- Students 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.
- Sharing explicit images and in particular explicit images of students and/or minors is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved. Sharing explicit images of other students automatically incurs suspension or up to expulsion as a sanction.

### **Inappropriate Activities**

- Cyberbullying (see Code of Behaviour).
- Promotion or conduct of illegal acts, e.g. under the child protection, obscenity, computer misuse and fraud legislation
- Misuse and fraud legislation
- Racist material
- Pornography
- Promotion of any kind of discrimination
- Promotion of racial or religious hatred
- Harmful content or threatening behaviour, including promotion of physical violence or mental harm
- Any other information which may be offensive to colleagues or breaches the integrity of the ethos of the school or brings the school into disrepute
- Uploading, downloading or transmitting commercial software or any copyrighted materials belonging to third parties, without the necessary licensing permissions
- Revealing or publicising confidential or proprietary information (e.g. financial / personal information, databases, computer / network access codes and passwords)
- Creating or propagating computer viruses or other harmful files
- Carrying out sustained or instantaneous high volume network traffic (downloading / uploading files) that causes network congestion and hinders others in their use of the internet
- Online gaming
- Online gambling
- Online shopping
- Use of social networking sites, instant messaging and online forums
- Child sexual abuse material
- Any other activity considered questionable

### **Legislation**

This Acceptable Usage Policy is in line with current and relevant legislation including:

- Data Protection Acts 1988 to 2018 and General Data Protection Regulations (GDPR)
- Copyright and Related Rights Act 2000

- Child Trafficking and Pornography Act 1998 and Criminal Law (Sexual Offences) Act 2017
- Children First Act 2015
- Harassment, Harmful Communications and Related Offences Act 2020 (Coco's Law)
- Criminal Damage Act 1991 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**

The school's Code of Behaviour and AntiBullying Policy will be referred to in relation to sanctions regarding the misuse of the internet and digital technologies.

The school also reserves the right to report any illegal activities to the appropriate authorities, including Tusla and An Garda Síochána.