DRAFT GUIDELINES FOR THE USE OF THE INTERNET AND DIGITAL TECHNOLOGIES

Introduction

The Board of Governors will ensure that Bangor Central Integrated Primary school has a policy on the safe, healthy, acceptable and effective us of the Internet and other digital tools e.g. digital cameras, acceptable use of mobile phones and gaming hand-helds which have downloadable capabilities e.g. Nintendo DS Lite or PSP's. They also promote safe and acceptable practices for all staff and pupils

General

- Use of ICT in the Northern Ireland education community must be in support of the aims and objectives of the Northern Ireland Curriculum

- All users must comply with all copyright laws

- All users must limit their use of the Internet for school related purposes – examples of this include the use of email, the use of the Internet to investigate and research school subjects and staff using the Internet to further develop their professional development

- All users are expected to behave in an appropriate manner when communicating with others

- All users must be aware that the use of the Internet in schools is a privilege and not a right and this privilege will be withdrawn if it misused

- All users must respect the hardware and software that has been made available to them

- All users must respect the work of others

Pupils

- Pupils must not enter the folders or files of anyone else
- Pupils must be aware that teachers have the right to enter any pupil folder in their own class
- The ICT Co-ordinator and Principal reserve the right to access any pupil's folder
- Pupils must not use the Internet for unapproved purposes
- Pupils should be discouraged from bringing mobile phones and hand-held gaming consoles with downloadable capabilities to schools on the grounds that they :-
    - are valuable and may be lost or stolen.
    - are capable of storing images that are inappropriate

Parents

- Parents should be aware that the access to the Internet provided to staff and pupils in school has limiting security features
- Parents should be aware that the use of the Internet in school is closely monitored by staff
- Parents should be aware that there will be no use of the Internet without the supervision of staff and that this will be in full view of others, e.g. the classroom, library or computer suite.
- Parents should, in co-operation with staff, make pupils aware of the rules and expectations within this document
- Parents should be aware that the use of ICT is complimentary to the teaching already done – i.e. the use of computers in the classroom is a tool

- Parents should be aware that children's full names will not be available online at any stage but their work may be displayed on the website using first names.

- Parents should be aware that no photographs of pupils will be available online without parents giving their permission

- Parents should discourage pupils from bringing mobile phones to school on the grounds that Internet access becomes very difficult to police

- **Parents should also be aware that social networking sites Bebo and Facebook adhere to a strict 'over 13's' age policy**

Addendum

- Network administrators reserve the right to review files and communications to maintain system integrity and ensure that the users are using the system responsibility – they will respect the right to privacy whenever possible

- Any parent or member of staff who wishes to discuss this document can put any questions to:-

Mr. P. Campbell (Principal)
or
Mrs D. McDonald (ICT Co-ordinator)
Mrs E. Christie (ICT Co-ordinator)

- This document is based on

Acceptable Use of the Internet and Digital Technologies in Schools
(DENI Circular 2007/1 – 18 June 2007)