

# ICT Acceptable Use Policy



## Scoil Bhride Shantalla

### **On-line Teaching and Remote Learning:**

The school internally uses G Suite for education. This mitigates against the possibility of accessing harmful sites or.

The Schools Broadband Programme provides an integrated set of services to schools which includes broadband connectivity, and hosted services including content filtering, web hosting, blogging and security services including anti-virus control and a centralised firewall.

In relation to unfiltered Internet Access at home staff are advised and updated regularly on the importance of following the Child Protection Policy and are mandated to report concerns in regard to any concerns.

In relation to exceptional closures there will be an Immediate review of the school remote learning procedures and practices. This will be followed by on-line staff meetings to initiate, monitor and create awareness of on-line teaching strategies.

Aside from Google Classroom the school may use other LMS software such as SeeSaw and Class Dojo.

### **Mobile Phones Acceptable Use Policy**

1. The school allows children to bring mobile devices to school for the purpose of contacting parents/guardians after school. Personal mobile devices are to be turned off or powered down during school hours. The school accepts no responsibility for damage or loss of pupils' personal phones.
2. School Tours: It is discretionary for teachers to allow mobile phones during trips or school tours or trips. The school accepts no responsibility for damage or loss of pupils' personal phones.

## **Photography, Videoing and Film.**

1. Parental consent is sought at enrolment to allow children to be photographed, video or filmed during school events. The school has a Use of Digital Images Permission Form that parents are required to sign on enrolment. The parents are required to give consent at this stage. Parents can withdraw consent at any time during the child's school life by informing the school in writing that they do not want the child's image used. <sup>1</sup> This applies to **all** school related activities including school partnerships with the DCU Changemaker School Programme, NUI Galway School of Sanctuary Programme, NUI Galway UNI4U programme etc.

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<sup>1</sup> A copy of the Use of Digital Images permission Form is included in Appendix 1.

## Appendix 1:

### Use of Digital Images Permission Form

*It is essential that all parents read the information below before filling out this form.*

- Taking photos and videos of the children has become a very important part of teaching and learning in Scoil Bhride. These photos and videos are taken to record all the great things the children are doing.
- We may show the photos and videos to other children and staff in the school to celebrate how wonderful the children are. This is a great boost for their confidence and self-esteem.
- We may display photos in classroom and corridor displays, in newsletters, and occasionally in newspapers.
- We may show photos and videos on the school website or on the school's Facebook, Twitter, and Instagram pages.
- Scoil Bhride will not publish photos/videos of children unless permission has been given by parents
- This permission covers permission for your child from Junior Infants – Sixth Class.
- If your circumstances change, the onus is on you, the parent, to let the school know asap.

**I give permission for images/videos of my child to be taken and to be shared, as outlined above**

(Insert  from the Special Character tab above → )

**I do not give permission for images/videos of my child to be taken and shared, as outlined above**

( Insert  from the Special Character tab above → )

**Child's name;**

**Child's BOB;**

**Parent's name;**

**Staff member/Witness's name;**

**Date;**