

SAFE AND EFFECTIVE USE POLICY FOR THE INTERNET AND DIGITAL TECHNOLOGIES IN HOLY TRINITY PRIMARY SCHOOL.

We at Holy Trinity Primary School believe that the use of the Internet offers vast, diverse and unique resources to both pupils and teachers. It is now accessible throughout our school and our aim in providing this service, is to promote educational excellence by facilitating resource sharing, innovation and communication.

WHAT IS THE INTERNET?

The Internet is an electronic highway connecting thousands of computers across the world and millions of individual subscribers. Pupils and teachers have access to:

- Electronic mail communication with people across the world.
- Information and news from national and international research institutions {e.g. NASA} and the opportunity to correspond with scientists at these research institutions.
- Public domain software and shareware.
- Discussion groups on many topics.
- On-line Learning Environments- LNI, Gridclub etc.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the school setting. However, we believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may obtain material that is not consistent with our educational aims. In order to guard our pupils from any inherent dangers it is the joint responsibility of our school staff and parents to educate the pupil on his/her responsibility when using the Internet.

C2K

The C2K service has provided us with Internet access, a web site, an educational learning environment (LNI) and email. In order to maximise the benefits of the service and to help minimise any risks which might arise from Internet use, C2K has installed filtering software which operates by blocking thousands of inappropriate web sites and by barring any inappropriate items, terms and searches in both the Internet and e mail.

USE OF THE INTERNET

When using the Internet, all users must comply with all copyright, libel, fraud, discrimination and obscenity laws, and all school staff (both teachers and support staff) are expected to communicate in a professional manner consistent with the rules of behaviour governing employees in the education sector.

The Principal with the support of the Board of Governors will take a lead in embedding safe Internet practice into the culture of the school.

The Vice Principal in liaison with the ICT Coordinators will be responsible for all Internet Safety issues within the school.

Our Internet Safety Policy Team consists of Mrs Boyd, Mrs O'Shea, Mr White, Mrs Blaney and Mrs Rooney.

Mrs Boyd, Mrs Blaney and Mrs Rooney are qualified CEOP (Child Exploitation and Online Protection) ambassadors. They are able to train staff and pupils on the Think U Know program.

CODE OF PRACTICE FOR SAFE AND EFFECTIVE USE.

On-line activities that are encouraged include:

- The use of email and computer conferencing for communication between colleagues, between pupil(s) and teacher(s), between pupil(s) and pupil(s), between schools and industry.
- Use of the Internet to investigate and research school subjects, cross-curricular themes and topics related to social and personal development.
- The development of pupils' competence in ICT skills and their general research skills.
- Pupils are responsible for their good behaviour on the school networks, just as they are on and off school premises. While the use of information and communication technologies is a required aspect of the statutory Northern Ireland Curriculum, access to the Internet and to C2K remains a privilege and not a right. It is given to pupils who act in a considerate and responsible manner, and should be withdrawn if they fail to maintain acceptable standards of use. To enable them to make informed choices, we will introduce Primary 6 and 7 pupils to the 'Internet Proficiency Scheme.'
- Minor incidents such as plagiarism of copyright infringement or using someone else's password will be referred to the Safety Team.
- More serious issues will be referred directly to the Principal, who may be required to seek legal advice.
- Where the incident involves child abuse the Designated Teacher for Child Protection in the school must be notified and the school must follow appropriate reporting procedures.

EDUCATION IN SAFE AND EFFECTIVE PRACTICE.

Education in appropriate, effective and safe use is an essential element of our school curriculum, and this education is as important for staff and parents as it is for pupils. Our Primary 6 and 7s will take part in the Internet Proficiency Scheme. Teachers will reinforce safe use in a variety of ways during class activities and parents will be made aware of the need for vigilance when their children are online at home.

Through the Extended Schools and the Empowering Schools strategies, we use our ICT Suite as a community resource. Our facilities are widely used by parents for training courses such as CLAIT ECDL and Internet Safety. All users will be informed of the school policy in Internet use and also restricted in their access to the system.

Appropriate home use of the Internet by children can be educationally beneficial,

and can make a useful contribution to home and schoolwork. It should, however, be supervised, and parents should be aware that they are responsible for their children's use of Internet resources at home.