

ACCEPTABLE USE POLICY (AUP) 2026

1. Introduction

This Acceptable Use Policy (AUP) outlines the safe, responsible, and ethical use of digital technologies in Scoil an Chroí Naofa, Barraduff.

This policy is developed in line with:

- Department of Education Digital Strategy for Schools to 2027
- Guidelines for the Safe and Ethical Use of AI in Schools (2025)
- Webwise Acceptable Use Policy Guidelines
- Circular 0038/2018 – Use of Personal Smart Devices in Schools
- Child Protection Procedures for Primary and Post-Primary Schools (2017, revised 2023)

2. Scope of Policy

This policy applies to:

- Pupils
- Staff
- Parents/Guardians
- All users of school ICT systems

It covers:

- School devices and networks
- Online platforms and digital tools
- Use of Artificial Intelligence (AI)
- Remote and home use of school accounts

3. Rationale

The school recognises that digital technologies enhance teaching and learning when used appropriately.

This policy supports:

- Safe digital participation
- Development of digital citizenship
- Compliance with **GDPR and Data Protection Acts**
- Online safety as required under **Child Safeguarding procedures (DES 2017/2023)**

4. Acceptable Use

Pupils are expected to:

- Use ICT for educational purposes only
- Follow teacher instructions at all times
- Act respectfully in all online interactions
- Protect personal data

- Report inappropriate content or concerns immediately

5. Unacceptable Use

The following are strictly prohibited:

- Accessing, creating, or sharing inappropriate content
- Cyberbullying (as per Bí Cineálta Procedures for Schools,)
- Attempting to bypass filtering systems
- Sharing passwords or impersonating others
- Recording images/audio without permission

6. Internet Safety and Filtering

In line with Department guidance and Webwise:

- The school employs **content filtering and monitoring systems**
- Pupils are supervised when using the internet
- Online safety education is delivered through the curriculum

7. Use of Artificial Intelligence (AI)

In accordance with **Department of Education AI Guidance (2025)**:

- AI tools may be used to support learning under teacher supervision
- AI must not be used for plagiarism or cheating
- Personal or sensitive data must not be entered into AI systems
- Teachers retain professional responsibility for all AI-supported learning

8. Personal Devices (BYOD)

In line with **Circular 0038/2018**:

- Only Staff are permitted to bring personal devices to school and they are subject to GDPR policy.
- Pupils are not permitted to bring their own devices.
- The use of personal smart devices is subject to school policy

9. Data Protection and Privacy

The school complies with:

- **General Data Protection Regulation (GDPR)**
- **Data Protection Acts 1988–2018**

Measures include:

- Controlled use of pupil data
- Consent for images/videos
- Secure storage of digital records

10. Monitoring and Security

The school reserves the right to:

- Monitor usage of school ICT systems
- Access accounts where necessary for safety and security
- Implement appropriate technical safeguards

11. Sanctions

Mis-use of ICT will result in:

- Withdrawal of access privileges
- Application of sanctions under the Code of Behaviour
- Parental involvement
- Further disciplinary action where required

Internet access is provided as a **privilege, not a right**.

12. Roles and Responsibilities

Board of Management

- Ratifies and reviews the policy
- Ensures compliance with Department circulars

Principal Oversees implementation

Teachers Supervise and guide ICT use

Parents/Guardians Support safe use at home

Pupils Follow the rules and report concerns

13. Review

This policy will be reviewed:

- Following new **Department circulars or guidance**
- After consultation (as required under Circular 0038/2018)

14. Ratification

Signed: *Liam Warren*

Chairperson of Board of Management

Date: 16th April 2026

Signed: *Claire O'Halloran*

Principal/Secretary to the Board of Management

Date: 16th April 2026

15. Appendices (Recommended for Inspection)

<https://circulars.gov.ie/pdf/circular/education/2018/38.pdf>

<https://www.webwise.ie/>

Acceptable Use Policy (AUP) 2026

Child-Friendly version

We use technology in our school to help us learn and have fun safely.

What I will do:

- I will use devices for school work only.
- I will be kind and respectful online.
- I will keep my personal information private.
- I will tell a teacher if I see something that worries me.

What I will not do:

- I will not look at or share anything inappropriate.
- I will not be mean or hurtful to others online.
- I will not share passwords.
- I will not use someone else's account.

Using AI (like chat tools):

- I will only use AI tools when my teacher says it is okay.
- I will not use AI to cheat.
- I will not share personal information with AI tools.

Taking care of devices:

- I will handle devices carefully.
- I will report any damage.

If I break the rules:

- I may lose access to devices.
- My teacher and parents will be told.

Agreement:

I promise to follow these rules and use technology safely.

Pupil Name: _____

Date: _____