

Scoil Dean Cussen

School Internet Policy

Pupil access to the Internet

Internet access is now available to pupils. The school is pleased to offer this tool as an available resource to both pupils and teachers for reference purposes and for researching project materials. Pupils will have access to thousands of libraries and databases on every subject written.

Electronic information research skills are now fundamental to preparation for living and working in the coming information age. The school will integrate such information as appropriate within the curriculum, and staff will provide guidance and instruction to pupils in the appropriate use of such resources.

Pupils' use of telecommunications and electronic information will be provided and will only be permitted upon submission of permission and agreement forms by parents of pupils.

The socialite website available at <http://www.scoilnet.ie> is designed to assist schools to access information and resources relevant to the needs of Irish education. The school will use ScoilNet as a starting point for Internet access.

Email

Electronic mail (email), allows pupils to communicate with peers and educationalists around the world. Pupils will send and receive emails during supervised sessions. Personal information about the child will not be disclosed without permission from the teacher supervising the session. Email messages, which make the pupil uncomfortable, must be reported to the teacher. Pupils are not permitted to respond to such messages. The allocation of personal email addresses to individual pupils is not recommended.

World Wide Web:

Access to on-line resources will enable pupils to explore thousands of libraries, databases, and bulletin boards throughout the world. The school believes that the benefits to pupils from access to information resources and increased opportunities for collaboration exceed the disadvantages. Pupils will not be given access to the Internet without teacher supervision. The school uses filtering software, which, while not entirely foolproof, will greatly reduce the risk of deliberate or inadvertent access to undesirable material i.e. expletive words, pictures, or unsuitable content. Teachers regularly check computer logs of all information accessed by pupils.

School Website

Pupils may create projects, artwork or writing which would be suitable for publication on the 'WWW.' The work will appear in an educational context on web pages with a copyright notice prohibiting the copying of such work without express written permission. The home address, telephone numbers or personnel details of pupils will not appear with such work.

Particular care will be taken where photographs of pupils are being used on the school website. Personal pupil information including home address and contact details will be omitted from school web pages.

Data Protection Act

The Data Protection Act 1998 was passed to deal with privacy issues arising from the increasing amount of information kept on computer about individuals. In accordance with the Act, the school only publishes pupil information that is relevant to the context of the webpage. Parents are informed of pupil information on the school website.

Ratified on 27.03.2012.

September 2010

John Clifford.

2. ICT IN THE CURRICULUM

Teachers in Scoil Dean Cussen are aware of how e-learning can improve teaching and learning and plan for ICT integration throughout all curricular areas to equip children with the acquisition of ICT skills during the four levels in primary school:

Junior and Senior Infants

As an introduction to ICT at Infant level children will:

- Become familiar with basic computer terms: keyboard, mouse, screen, monitor, enter, return, spacebar, delete
- Learn to use the mouse and the keyboard
- Navigate software by entering, exit-ing, closing, choosing options, clicking, double-clicking and dragging the mouse.
- Navigate the whiteboard, with teacher assistance, using wireless mouse and keyboard
- Learn to operate the radio and CD player
- Fully integrate ICT learning through literacy and numeracy
- Acquire skills through games and art programmes

Rang 1-Rang 2

Building on the Infant programme children will:

- Use Microsoft Word to draft, edit and publish creative writing, using upper and lower-case letters, full stops, commas and question and exclamation marks: using the spacebar, the return, fada, shift and caps lock keys: highlighting text and deleting, changing font, adjusting font size and using Bold, Italic and Underline tools.
- Recognise the print icon
- Know how to print and save their work
- Use drop-down menu and select function
- Benefit from integration with all curricular areas

Rang 3-Rang 4

Building on the programme for Junior classes the children will:

- Develop further use of Microsoft Word tools such as WordArt, copy and paste, Justify, Centre, Align left, Print
- Publish creative writing and project work
- Learn to create folders, store and file documents in different locations and retrieve work when requested
- Learn to use the internet browse to search for information
- Use interactive learning sites
- Use Microsoft Paint to create artwork

Rang 5-Rang 6

Building on the work of Junior and Middle classes the children will:

- Learn to exploit further features of Microsoft Word: choosing different fonts, change colours, using textboxes, creating columns and simple tables
- Learn to copy and paste from one file to another
- Learn to use the digital camera
- Use the digital camera to create story frames using Photostory
- Explore educational websites
- Create and manage a school blog
- Learn about safety on the internet, using 'Webwise'
- Create a Powerpoint presentation