



Presentation College, Bray

Internet Acceptable Use Policy

May 2026

This Acceptable Use Policy (AUP) serves as a vital agreement between Presentation College and its students, staff, and parents, outlining the expectations for responsible digital citizenship. Its primary purpose is to ensure that the school's technology, internet access, and digital resources are used in a manner that is safe, ethical, and conducive to learning. By defining the boundaries of appropriate online behavior, the AUP aims to protect the integrity of our school community, minimise risks such as cyberbullying or data breaches, and empower students to navigate the digital world with respect and discernment. Participation in our digital environment is a privilege that carries the shared responsibility of maintaining a secure and positive atmosphere for all.

General Approach

The aim of this Acceptable Use Policy is to ensure that students will benefit from learning opportunities offered by the school's digital resources in a safe and effective manner. The responsible use of internet and digital technologies, both online and offline access is considered an integral part of teaching and learning. Therefore, if the school AUP is not adhered to agreed sanctions will be imposed.

This Internet Acceptable Use Policy (AUP) of Presentation College is an integral part of the comprehensive school policy framework and is aligned with the school's core values and established guidelines. Specifically, this AUP supplements and supports the provisions of the **Anti-Bullying Policy**, the **Child Protection and Safeguarding Statement**, the **Data Protection Policy**, and the **Mobile Phone Policy**. All users are required to understand and adhere to the stipulations of this AUP in the context of these interconnected policies. Any violation of this AUP that, for instance, touches upon aspects of bullying, child endangerment, data protection, or inappropriate mobile device usage, may result in consequences arising from the provisions of the respective school policies.

When using the internet students, parents and staff are expected:

- To treat others with respect at all times.
- Not undertake any actions that may bring the school into disrepute.
- Respect the right to privacy of all other members of the school community.
- Respect copyright and acknowledge creators when using online content and resources.

The school employs a number of strategies in order to maximise learning opportunities and reduce risks associated with the Internet. These strategies are as follows:

- Filtering software and/or equivalent systems will be used in order to minimise the risk of exposure to inappropriate material.
- Uploading and downloading of non-approved software will not be permitted.
- The use of personal external digital storage media in school, requires school permission.

- Virus protection software will be used and updated on a regular basis.
- Internet use within school will always be supervised by a teacher.

This Acceptable Use Policy applies to students who have access to and are users of the internet in Presentation College .

It also applies to members of staff, volunteers, parents, carers and others who access the internet in Presentation College .

Misuse of the internet may result in disciplinary action, including written warnings, withdrawal of access privileges, detention and, in extreme cases, suspension or expulsion. The school also reserves the right to report any illegal activities to the appropriate authorities.

Presentation College will, where known, inform parents/guardians of incidents of inappropriate online behaviour that take place out of school and impose the appropriate sanctions.

Presentation College implements the following strategies on promoting safer use of the internet:

- Pupils will be provided with education in the area of internet safety as part of our implementation of the SPHE and other curriculum areas.
- Internet safety advice and support opportunities are provided to pupils in Presentation College through our SPHE TY and ICT programmes.
- Teachers will be provided with continuing professional development opportunities in the area of internet safety.
- Presentation College participates in Safer Internet Day activities to promote safer and more effective use of the internet.

This policy and its implementation will be reviewed annually by the Board of Management.

The school will monitor the impact of the policy using:

- Logs of reported incidents.
- Surveys and/or questionnaires of pupils.
- Surveys and/or questionnaires of pupils, parents, and teaching staff.

Should serious online safety incidents take place, The Principal or Deputy Principal should be informed.

The implementation of this Internet Acceptable Use policy will be monitored by IT Coordinator

Content Filtering

To ensure our digital environment remains a safe and productive space for learning, Presentation College employs a robust content filtering system. In essence, content filtering acts as a proactive digital "sieve," utilizing advanced software to inspect web traffic and block access to websites or media that are deemed harmful, inappropriate, or distracting. This process is not intended to restrict intellectual curiosity, but rather to protect our community from cyber threats, such as malware and phishing, while ensuring that online resources align with our educational standards and safeguarding obligations. By filtering content, we provide a secure "walled garden" that allows students to explore the vastness of the internet without the risks associated with unregulated web access.

Presentation College has chosen to implement the following level on content filtering on the Schools Broadband Network:

Presentation College currently utilises Level 4 Filtering as provided by the Schools Broadband Programme. This level facilitates a rich learning environment by allowing access to educational video content via YouTube and a wide range of research-based websites. To maintain a focused learning atmosphere, access to social networking sites and personal blogging platforms remains restricted for students on the school network.

Student owned Chromebook Devices in Transition Year and SeniorCycle classes also have the Sens.cloud Web Filtering App preinstalled

This is a cloud-based platform designed for schools and IT teams. It essentially gives teachers and administrators "eyes and ears" over all school sanctioned student-owned Chromebook devices used for educational purposes within the school.

- For Teachers: Live Monitoring allows teachers to view student screens in real-time (thumbnails) to ensure they are on task.
 - Classroom Control: Lock screens to get attention, "push" specific websites to everyone's browser at once, or block distracting apps/sites.
 - Communication: Send messages to students or start a live chat to provide help

without disrupting the whole class.

- For Student Safety (Safeguarding):
 - AI Threat Detection: It uses AI to scan for keywords or visual content related to self-harm, bullying, or inappropriate material, alerting staff immediately.
 - Anonymous Reporting: Students can report concerns directly through the platform.

Students taking steps to by-pass the content filter by using proxy sites or other means may be subject to disciplinary action, including written warnings, withdrawal of access privileges, detention and, in extreme cases, suspension or expulsion.

Internet Use

At Presentation College, we view digital connectivity as a vital extension of the classroom—a gateway to global perspectives, collaborative research, and innovative problem-solving. While we are committed to providing a technologically rich environment that prepares students for a digital world, the privilege of internet access carries a collective responsibility to uphold the values and integrity of our school community. This section outlines the standards of behavior expected of all users, emphasizing that our online presence must reflect the same respect, safety, and ethical conduct that we practice within our physical halls. By accessing the College network, students and staff commit to using these resources purposefully, protecting both their personal digital footprint and the well-being of the wider Presentation College community.

Students will not intentionally visit internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.

Students will be encouraged to report accidental accessing of inappropriate materials in accordance with school procedures.

Students will not copy information into assignments and fail to acknowledge the source (plagiarism and copyright infringement).

Students and staff will be aware that any usage, including distributing or receiving information, school-related or personal, may be monitored for unusual activity, security and/or network management reasons.

Students will use the Internet for educational purposes only.

Students will not engage in online activities such as uploading or downloading large files that result in heavy network traffic which impairs the service for other internet users.

Students will not download or view any material that is illegal, obscene, defamatory or that is

intended to annoy or intimidate another person.

Downloading by students of materials or images not relevant to their studies is in direct breach of the school's acceptable use policy.

Students will never disclose or publicise personal information or passwords.

Students will be aware that any usage of the internet and school's digital platform, including distributing or receiving information, school-related or personal, will be monitored.

Use of file sharing and torrent sites are not allowed.

Email and Messaging

At Presentation College, we recognise that electronic communication is an essential tool for modern learning, collaboration, and personal development. However, just as we expect high standards of courtesy and respect within our physical classrooms, we require the same "digital citizenship" in all virtual interactions. Every email, chat message, and forum post sent through school-provided accounts serves as a reflection of both the individual and the College. Consequently, our digital messaging platforms are provided primarily for educational and administrative purposes. Use of these systems is a privilege that carries the responsibility to communicate with integrity, kindness, and a commitment to the safety of all community members. By using these services, students and staff agree to uphold the college's reputation and ensure a digital environment free from harassment, distraction, and misuse.

The use of personal email accounts is not allowed at Presentation College . Students will use approved school email accounts only.

Students should not under any circumstances share their email account login details with other pupils.

Students should not use school email accounts to register for online services such as social networking services, apps, and games.

Students will use approved class email accounts only under supervision by or permission from a teacher.

Students should be aware that email communications are monitored.

Students will not send any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.

Students should immediately report the receipt of any communication that makes them feel uncomfortable, is offensive, discriminatory, threatening or bullying in nature and must not respond to any such communication.

Students should avoid opening emails that appear suspicious. If in doubt, pupils should ask their teacher before opening emails from unknown senders.

Students will not reveal their own or other people's personal details, such as addresses or telephone numbers or pictures.

Students will never arrange a face-to-face meeting with someone they only know through emails or the internet. Students will note that sending and receiving email attachments is subject to permission from their teacher

Students will not forward email messages or screenshots of emails or "reply all without the permission of the originator

Students must only use their school email for school related activities and for registering on school based activities only. The use of personal email addresses is not allowed for school based work.

Students should report the receipt of any communication that makes them feel uncomfortable, is offensive, discriminatory, threatening or bullying in nature and must not respond to any such communication. Pupils should report any such communications to a teacher.

Students should not use school email accounts to register for online services, social networking apps or games.

Social Media and Messaging Services for Staff and Students

At Presentation College, we recognise that social media and digital messaging platforms are powerful tools for connection, creativity, and collaboration in a modern educational landscape. However, the use of these services carries a collective responsibility to uphold the dignity, privacy, and reputation of every member of our school community. This section of our Acceptable Use Policy (AUP) outlines the standards of behavior expected when navigating these digital spaces. Whether interacting on public platforms or within private messaging groups, both staff and students are expected to mirror the core values of our College—integrity, mutual respect, and accountability. Our goal is to foster a digital environment where technology enhances our educational mission without compromising the safety or well-being of our community.

The internet provides a range of social media tools that allow us to interact and keep in touch. While recognising the benefits of these media for new opportunities for communication, this policy sets out the principles that members of your school community are expected to follow when using social media.

The principles set out in this policy are designed to help ensure that social media is used responsibly so that the confidentiality of pupils and other staff and the reputation of the school is protected.

This policy applies to personal websites such as social networking sites (for example Instagram and TikTok), blogs, microblogs such as X, chatrooms, forums, podcasts, open access online encyclopaedias such as Wikipedia, social bookmarking sites such as del.icio.us and content sharing sites such as flickr and YouTube. The internet is a fast moving technology and it is impossible to cover all circumstances or emerging media.

The following statements apply to the use of messaging, blogging and video streaming services in Presentation College :

- Use of instant messaging services and apps including Snapchat, WhatsApp, Viber, etc. is not allowed in Presentation College .
- Use of blogs such as WordPress, Tumblr etc. is not allowed in Presentation College .
- Use of video streaming sites such as YouTube and Vimeo etc. is with express permission from teaching staff.

All members of the school community must not use social media, messaging services and the internet in any way to harass, impersonate, insult, abuse or defame others.

Staff and students must not discuss personal information about pupils, staff and other members of the Presentation College community on social media.

Staff and students must not use school email addresses for setting up personal social media accounts or to communicate through such media.

Staff and students must not engage in activities involving social media which might bring Presentation College into disrepute.

Staff and Students must not represent their personal views as being those of Presentation College on any social medium.

Students will be provided with guidance on etiquette regarding social media.

Personal Devices

At Presentation College, we recognise that personal digital devices can be powerful tools for discovery, creativity, and collaboration when used with purpose. However, to maintain an environment where academic focus, personal privacy, and the dignity of every member of our school community are protected, the use of such devices is a privilege that carries significant responsibility. This section outlines the standards for "Bring Your Own Device" (BYOD) and personal mobile use, ensuring that technology serves as a bridge to learning rather than a barrier to the face-to-face interactions and spiritual growth that define our college's mission. All students are expected to exercise digital citizenship that reflects the respect and integrity central to the Presentation tradition. This section should be read in conjunction with the school Policy on Mobile Phone use.

Students using their own technology in school should follow the rules set out in this agreement, in the same way as if they were using school equipment.

The following statements apply to the use of internet-enabled devices such as tablets, gaming devices, smartwatches, in Presentation College :

- Students are only allowed to bring personal internet-enabled devices into Presentation College with expressed permission from staff.
- Students are only allowed to use personal internet-enabled devices during lessons with expressed permission from teaching staff.
- Students are not allowed to use personal internet-enabled devices during social time.

Guidelines for the future use of Student Owned Chromebooks in Presentation College

This policy outlines the rules and guidelines for using personal Chromebooks at Presentation College. These devices are a valuable learning tool and are now considered part of your essential school equipment, just like a textbook or a notebook. All students are expected to follow this policy to ensure a safe and effective learning environment for everyone.

Student Responsibilities

- **Be Prepared:** It's your responsibility to have your Chromebook with you and **fully charged** every day. You should bring your charger to school but you are responsible for finding a suitable and safe location to charge your device.
- You must have your chromebook with you for **every class**- it is part of your regular, standard class equipment for every subject, and even though you may not need it all of the time you should have it with you and ready for use should any teacher in any subject ask you to take it out to use in their class.
- **Educational Use Only:** Your Chromebook is for educational purposes only. This means using it for classwork, research, and other teacher-assigned activities.
- **Respectful Conduct:** The same rules of respect and good behavior that apply in the classroom also apply when you're using your Chromebook.
- **Keep it Secure:** You are responsible for the physical security of your device. Keep it with you or in a secure location at all times. The school is not responsible for any damage, loss, or theft of your personal device.
- **No Sharing:** You should not share your Chromebook or its login information with other students.
- **Report Issues:** If you notice any misuse of devices or a breach of this policy, you should report it to a staff member immediately.

Rules for Chromebook Use

- **Internet Access:** You may only access the internet using the school's Student Wi-Fi network. The school's network has a filter to block inappropriate content. Do not attempt to bypass this filter or use personal data hotspots from a mobile phone or other device.
- **Onboard Cameras:** The camera on your Chromebook **must remain switched off at all**

times unless a teacher gives you explicit permission to use it for a specific educational activity.

- **No Unauthorized Recording:** You are **strictly forbidden** from recording, photographing, or taking screenshots of teachers, staff, or other students without their **prior knowledge and consent**. This is a serious breach of privacy.
- **Sound and Volume:** All sounds on your device should be muted unless a teacher gives permission for their use in a class activity. Headphones may be used for specific activities with a teacher's permission, but it is strongly recommended that you listen only with a single earbud so you can still hear what is happening around you.
- **Gaming & Entertainment:** Games, social media, and other non-educational apps are **not allowed** during class time. Your Chromebook should be used for the task assigned by the teacher and nothing else.

Consequences for Policy Breaches

Failure to follow the rules outlined in this policy may result in the following actions:

- **First Offence:** The teacher will issue a verbal warning and may require you to put the Chromebook away for the rest of the class. The incident will be logged.
- **Second Offence:** The teacher may confiscate your Chromebook for the remainder of the day. A parent or guardian will be contacted and informed of the breach.
- **Third Offence:** Your Chromebook will be confiscated and a meeting with your parents, the Year Head, and/or the school's Deputy Principal will be arranged to discuss the matter. You may lose the privilege of using your Chromebook in school for a set period of time.
- **Serious Breaches:** Any significant breach of this policy, such as unauthorized recording, cyberbullying, or accessing inappropriate content, will be treated as a serious disciplinary matter and may result in immediate suspension or further disciplinary action in line with the school's Code of Behaviour.

By using your Chromebook at Presentation College, you agree to abide by the terms of this Acceptable Usage Policy. We trust that you will use this technology responsibly to enhance your learning experience.

Digital Learning Platforms

Presentation College utilises Google Workspace for Education as its primary digital ecosystem to enhance learning, facilitate collaboration, and streamline communication between students and staff. This platform provides a suite of cloud-based tools—including Gmail, Drive,

Classroom, and Meet—designed to extend the classroom beyond physical walls and equip students with essential 21st-century digital literacy skills. While these tools offer transformative educational opportunities, their use is a privilege that carries significant responsibility. The following guidelines are established to ensure that our digital environment remains a safe, respectful, and productive space that reflects the core values of Presentation College. All users are expected to engage with the Google platform with integrity, ensuring that their digital footprint aligns with our school’s commitment to excellence and mutual respect.

Presentation College's digital learning platform is owned and managed by the school. This platform should enable two-way communication.

Students must only use their school email for accessing the school digital learning platform.

Only school devices should be used for the capturing and storing of media- all school related media and data should be stored on the schools platform.

The use of digital platforms should be used in line with considerations set out in the school’s data protection plan (GDPR).

Each user of the platform will be provided with their own unique login credentials.

Passwords for digital platforms and accounts should not be shared.

Personal email addresses should not be used when creating accounts on school digital platforms.

Prior acceptance from parents should be sought for student usage of the schools’ digital learning platform.

Audio, Photographic Images and Video

At Presentation College, we recognise that the capture of audio, photographic images, and video can be a powerful catalyst for learning, creativity, and the celebration of student achievement. However, the use of such media carries significant responsibilities regarding privacy, data protection, and the dignity of every member of our school community. This section outlines the standards required to ensure that all digital recordings—whether for classroom projects, extracurricular highlights, or administrative purposes—are created and shared with explicit intent, appropriate consent, and in full compliance with our safeguarding and GDPR obligations. By fostering a culture of mutual respect and "digital manners," we aim to protect the personal identity of our students and staff while harnessing the benefits of a modern, visual learning environment.

Care should be taken when capturing audio, photographic or video images that learners are appropriately dressed and are not participating in activities that might bring the individuals or the school into disrepute.

At Presentation College students must not record audio, take, use, share, publish or distribute images of others without their permission.

Recording audio, taking photos or videos on school grounds or when participating in school activities is only allowed with expressed permission from staff.

Written permission from parents or carers will be obtained before video, audio or photographs of students are published on the school website.

Students must not share audio, images, videos or other content online with the intention to harm another member of the school community regardless of whether this happens in school or outside.

Sharing explicit images/video and in particular explicit images/video of students and/or minors is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved. Sharing explicit images/video of other students automatically incurs suspension as a sanction.

Synthetic Media and Image-Based Abuse (Deepfakes)

Statement of Principle

Presentation College is committed to maintaining a safe, respectful, and dignified environment for all members of the school community. The use of technology to harass, humiliate, or sexually exploit others is strictly prohibited. This includes the use of **Generative Artificial Intelligence (AI)** to create synthetic media.

Prohibited Conduct

Students and staff must not use AI tools, "nudifying" applications, or any digital manipulation software to:

- **Generate** false, explicit, or intimate images or videos of any student, staff member, or member of the wider community.
- **Distribute, share, or host** such synthetic material via social media, messaging apps, email, or any other digital platform.

- **Threaten** or attempt to blackmail an individual with the creation or distribution of such material (extortion).

Non-Consensual Intimate Imagery (NCII)

The school recognizes that the creation of synthetic explicit imagery is a form of **Image-Based Sexual Abuse**.

Note on Authenticity: For the purposes of this policy, it is irrelevant whether an image is "real" (photographic) or "fake" (AI-generated). The harm caused to the victim—including humiliation, emotional distress, and damage to reputation—is considered equal.

Legal Implications

The school reminds all users that the creation and distribution of non-consensual explicit deepfakes may be a criminal offense under Coco's Law (Ireland), The school reserves the right to:

- Refer incidents involving the creation or sharing of such material to **law enforcement** (e.g., An Garda Síochána).
- Report the material to national safety bodies (e.g., TUSLA).

Sanctions

Breaches of this section are considered to be very serious breaches of the AUP/Code of Behaviour. Sanctions may include, but are not limited to:

- Immediate suspension of all ICT privileges.
- Formal suspension or recommendation for expulsion/permanent exclusion.
- Mandatory counseling or restorative justice programs, depending on the severity and intent.

Inappropriate Activities

At Presentation College, we view our digital infrastructure as a vital extension of our learning environment—one that requires the same level of respect, integrity, and community spirit as our physical classrooms. While we encourage the innovative use of technology to enhance

academic growth, the privilege of accessing school resources comes with the fundamental responsibility to act ethically. The following section outlines activities deemed inappropriate and strictly prohibited. These boundaries exist not to stifle exploration, but to safeguard the dignity of every individual, protect the security of our network, and ensure that our digital footprint reflects the high standards of the "Pres" community. Any engagement in the behaviors listed below represents a breach of the trust placed in the student and will be met with appropriate disciplinary action in line with our Code of Behavior.

Promotion or conduct of illegal acts, e.g. under the child protection, obscenity, computer misuse and fraud legislation

Racist material

Pornography

Promotion of any kind of discrimination

Promotion of racial or religious hatred

Harmful content or threatening behaviour, including promotion of physical violence or mental harm

Any other information which may be offensive to colleagues or breaches the integrity of the ethos of the school or brings the school into disrepute

Using school systems to run a private business

Use systems, applications, websites or other mechanisms that bypass the filtering or other safeguards employed by the school

Uploading, downloading or transmitting commercial software or any copyrighted materials belonging to third parties, without the necessary licensing permissions

Revealing or publicising confidential or proprietary information (e.g. financial / personal information, databases, computer / network access codes and passwords)

Creating or propagating computer viruses or other harmful files

Carrying out sustained or instantaneous high volume network traffic (downloading / uploading files) that causes network congestion and hinders others in their use of the internet

Online gaming

Online gambling

Online shopping

Use of social networking sites, instant messaging and online forums

Child sexual abuse material

Any other activity considered questionable

School Websites

The Presentation College website serves as our primary digital gateway, acting as both a vital communication hub for our current community and a public window into the school's unique ethos and achievements. To maintain a safe, professional, and respectful online presence, the school's digital identity must reflect our core values of integrity and excellence. This section of the Acceptable Use Policy (AUP) outlines the standards and responsibilities governing the publication of content, the protection of student privacy, and the management of intellectual property on our official platform. By adhering to these guidelines, we ensure that the website remains a secure, celebratory, and informative resource that accurately represents the collective spirit of Presentation College.

Students will be given the opportunity to publish projects, artwork or school work on the internet in accordance with clear policies and approval processes regarding the content that can be loaded to the school's website.

The website will be regularly checked to ensure that there is no content that compromises the safety, privacy, or reputation of students or staff.

Webpages allowing comments or user-generated content will be pre-moderated and checked frequently to ensure that they do not contain any inappropriate or offensive content.

Presentation College will use only digital photographs, audio or video clips focusing on group activities. Content focusing on individual students will only be published on the school website with parental permission.

The publication of student work will be coordinated by a teacher.

Personal student information including home address and contact details will not be published on Presentation College web pages.

Cyber Bullying

At Presentation College, we believe that our digital environment should be a direct reflection of our school's core values: respect, inclusion, and integrity. As we embrace the vast educational opportunities provided by technology, we remain steadfast in our commitment to ensuring the safety and emotional well-being of every member of our community. Cyberbullying—the use of electronic communication to bully, harass, or intimidate a person—is fundamentally incompatible with our ethos and will not be tolerated. We recognise that the digital world has no physical borders; therefore, this policy applies to actions both within and beyond the school gates that impact the learning environment or the welfare of our students. We strive to empower our students to be upstanders rather than bystanders, fostering a culture of accountability where technology is used to uplift others rather than diminish them.

In accordance with the Anti-Bullying Procedures for Schools, Presentation College considers that posting a single harmful message/image/video online which is highly likely to be reposted or shared with others can however be seen as bullying behaviour.

This type of bullying is increasingly common and is continuously evolving. It is bullying carried out through the use of information and communication technologies such as text, social media, e-mail, messaging, apps, gaming sites, chat-rooms and other online technologies. Being the target of inappropriate or hurtful messages is the most common form of online bullying. As cyberbullying uses technology to perpetrate bullying behaviour and does not require face to face contact, cyberbullying can occur at any time (day or night). Many forms of bullying can be facilitated through cyberbullying. For example, a target may be sent homophobic text messages or pictures may be posted with negative comments about a persons' sexuality, appearance etc.

Access to technology means that cyberbullying can happen around the clock and the students home may not even be a safe haven from such bullying. Students are increasingly communicating in ways that are often unknown to adults and free from supervision. The nature of these technologies means digital content can be shared and seen by a very wide audience almost instantly and is almost impossible to delete permanently. While cyberbullying often takes place at home and at night, the impact can also be felt in school.

In accordance with the Anti-Bullying Procedures for Schools, Presentation College considers that a once-off offensive or hurtful public message, image or statement on a social network site or other public forum where that message, image or statement can be viewed and/or repeated by other people will be regarded as bullying behaviour.

When using the internet students, parents and staff are expected to treat others with respect

at all times.

Engaging in online activities with the intention to harm, harass, or embarrass another student or member of staff is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved.

Measures are taken by Presentation College to ensure that staff and students are aware that bullying is defined as targeted behaviour, online or offline, that causes harm. The harm caused can be physical, social and/or emotional in nature. Bullying behaviour is repeated over time and involves an imbalance of power in relationships between two people or groups of people in society. Posting a single harmful message/image/video online which is highly likely to be reposted or shared with others can however be seen as bullying behaviour.

The prevention of cyberbullying is an integral part of the anti-bullying policy of our school.

In accordance with the Department of Education B'í Cineálta Procedures to Prevent and Address Bullying Behaviour for Primary and Post Primary Schools; Presentation College considers that a school is not expected to deal with bullying behaviour that occurs when students are not under the care or responsibility of the school. However, where this bullying behaviour has an impact in school, schools are required to support the students involved. Where the bullying behaviour continues in school, schools should deal with it in accordance with their B'í Cineálta policy.

Artificial Intelligence AI

As Presentation College continues to foster an environment of academic excellence and digital innovation, we recognize the transformative potential of Artificial Intelligence (AI) in the learning process. This section of our Acceptable Use Policy (AUP) outlines the expectations for the ethical and responsible use of AI tools. At Presentation College, our goal is to empower students to use these technologies to enhance their critical thinking and creativity, rather than to bypass the essential process of personal intellectual growth. We remain committed to upholding the highest standards of academic integrity; therefore, any use of AI must be transparent, teacher-guided, and consistent with our core values of honesty and respect for original work.

Presentation College recognises the potential benefits of Artificial Intelligence (AI) in education and is committed to its responsible and ethical use within our learning environment.

Presentation College provides training and professional development opportunities for

teachers to effectively utilise AI tools in their teaching practices, ensuring they stay up to date with technological advancements.

The selection of AI tools and technologies in Presentation College aligns with educational goals, including supporting learner agency and promoting critical thinking.

AI technologies are integrated into the curriculum to enhance learner outcomes and experiences.

Presentation College integrates AI into its educational processes to enhance learning, foster innovation, and promote the development of critical skills.

Presentation College will make necessary adjustments to our school's adoption and integration of AI based on review and feedback.

A regular review of the impact of AI on learning outcomes will be conducted to ensure continuous improvement.

School staff and learners receive training on the ethical use of AI technologies, including understanding data privacy, identifying biases, and verifying AI-generated information.

All AI tools authorised for use in Presentation College **comply with data protection regulations (GDPR)**.

Entering personal, sensitive, or confidential data into any AI system without proper authorisation is strictly prohibited.

Learners will not create, share or send any AI generated material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.

Staff and learners must not use AI in any way to harass, insult, abuse or defame learners, their family members, staff, other members of the Presentation College community

Staff and learners must not engage in activities involving AI generated material which might bring Presentation College into disrepute.

Presentation College promotes digital literacy and critical thinking skills to help learners understand AI, its implications, and responsible usage. This includes data literacy, verification of AI-generated information, and recognising potential biases in AI tools.

AI systems used in Presentation College ensure fairness, transparency, and accountability in decision-making processes.

Learners must attribute AI text and images when used in assignments/homework.

Teachers also will attribute AI text and images when used.

AI generated material is allowed for the purpose of research, brainstorming, revision.

AI Generated material is allowed for certain activities with prior school permission.

If used for research learners must factcheck, check other sources and reference sources

Forms and Further Information and Support

On request the school will provide information on the following legislation relating to use of the Internet which teachers, students and parents should familiarise themselves with:

- Data Protection Acts 1988 to 2018 and General Data Protection Regulations (GDPR)
- Copyright and Related Rights Act 2000
- Child Trafficking and Pornography Act 1998 and Criminal Law (Sexual Offences) Act 2017
- Children First Act 2015
- Harassment, Harmful Communications and Related Offences Act 2020 (Coco's Law)
- Criminal Damage Act 1991