SN Mhuire

Acceptable Use Policy

2025/2026

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Rationale

The aim of this Acceptable Use Policy (AUP) is to ensure that pupils and staff will benefit from learning, teaching, and administrative opportunities offered by the school's digital technologies in a safe, secure and effective manner. The responsible use of the internet, digital platforms and school devices is considered an integral part of teaching, learning and school operations.

This AUP applies to all members of the school community – pupils, staff, parents/guardians, SNAs, visiting teachers and others who use digital technologies or access school systems in SN Mhuire.

The policy outlines expectations relating to the safe and ethical use of the internet and school platforms, including Aladdin, school email, digital learning tools, AI tools, multimedia, and all school-owned devices.

It also sets out staff responsibilities in relation to the use of personal data and confirms that access to school systems (such as Aladdin and email) will be suspended during periods of staff leave in line with GDPR principles of data minimisation and access control.

Misuse of digital technologies may result in sanctions as described in the school's Code of Behaviour, Bí Cineálta Anti-Bullying Policy, Child Safeguarding Statement, and Dignity at Work Policy. The school also reserves the right to report any illegal online activities to the appropriate authorities.

It is envisaged that the Board of Management and teaching staff, in consultation with parents/guardians, will review this AUP annually. Responsible use of school devices and digital platforms will be discussed with pupils, and parents will receive updates through Aladdin.

In 2024, SN Mhuire signed up to the Smartphone Ban Voluntary Code. The vast majority of parents surveyed agreed not to purchase smartphones for their children until the end of primary school. This survey will be reviewed every two years.

In accordance with Department of Education Circular; 0044/2025, (June 2025) the school implements a full ban on the use and access of personal mobile phones by pupils for the entire school day. Pupils may not bring mobile phones to school or to any school related activity; if a phone is brought in error, it will be stored securely and returned to a parent/guardian. This policy supports pupil safety, wellbeing, and a focused learning environment.

Guiding Principles

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

- To treat others with respect at all times.

- Not undertake any actions that may harm the reputation of the school
- Respect the right to privacy of all other members of the school community especially other pupils.
- 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.
- The use of devices connected to the internet use within school will always be supervised by a teacher.
- Pupils are not permitted to bring personal devices to school at any time

This AUP applies to pupils who have access to and are users of the internet in SN Mhuire. This includes pupils who have been sanctioned Assistive Technology (laptop, iPads, Readers) by the school's SENO.

This policy also applies to all members of the school community; staff, parents, and others who access the internet in SN Mhuire.

Misuse of the internet may result in disciplinary action as outlined in the school's Code of Behaviour, Bí Cineálta Anti Bullying Policy, Child Safeguarding Statement and individual Class Charters in relation to behaviour. Disciplinary action will include but is not limited to; verbal and 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.

If a pupil brings a smart phone or other electronic device to school they will have the device stored until their parents come to school to collect it. Their parents will be asked to check that no recordings of other pupils or staff members are stored on the phone or have been circulated. Bringing a smart phone to school will be considered gross misbehaviour under our Code of Behaviour and appropriate sanctions will be put in place.

Barntown NS will deal with incidents that take place outside the school that impact on the wellbeing of students or staff under this policy and associated policies. In such cases the principal/class teacher will, where known, inform parents/carers of incidents of inappropriate online behaviour that take place out of school and inform other agencies as appropriate - Tusla, An Garda Síochána etc.

SN Mhuire 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.
- Teachers will be provided with continuing professional development opportunities in the area of internet safety.
- SN Mhuire participates in Safer Internet Day activities to promote safer more effective use of the internet.

This policy and its implementation will be reviewed annually by the following stakeholders: Board of Management, teaching staff, support staff, pupils, and parents

The school will monitor the impact of the policy using:

- Logs of reported incidents.
- Monitoring logs of internet activity (including sites visited).
- Internal monitoring data for network activity.
- Surveys and/or questionnaires of pupils, parents, and teaching staff.

The implementation of this Internet Acceptable Use policy will be monitored by all members of the teaching staff along with oversight from the Principal and Board of Management.

Content Filtering

SN Mhuire has chosen to implement the following level on content filtering on the Schools Broadband Network:

Split Level - This level allows different filtering levels for different ages and class levels. However access level with never go higher that level 4.

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.

This will be considered gross misbehaviour under our school's Code of Behaviour

Internet Use

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

Pupils will be encouraged to report accidental accessing of inappropriate materials in accordance with school procedures. Reporting should be done in a timely manner to their class teacher

Pupils will report accidental accessing of inappropriate materials in school but outside the classroom to any member of the school staff (teachers or SNAs) or the School Principal

Pupils 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.

Pupils will use the Internet/digital devices for educational purposes only and under the supervision of their teacher.

Pupils will not download or view any material that is illegal, obscene, and defamatory or that is intended to annoy or intimidate another person.

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

Pupils will never disclose or publicise personal information or passwords to anyone other than their class teacher (in school) or parents/guardians at home.

Pupils 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 is not allowed.

Email and Messaging

Downloading by pupils of materials or images not relevant to their studies is not allowed under any circumstances.

The use of personal email accounts is not allowed at SN Mhuire. Pupils will use approved school email accounts under supervision by or permission from a teacher which have been created by the school secretary.

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

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

Pupils should be aware that email communications are monitored.

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

Pupils 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 to their teachers.

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

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

Pupils will never arrange a face-to-face meeting with someone they only know through emails or the internet.

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

All emails and opinions expressed in email are the responsibility of the author and do not reflect the opinion of the school.

Social Media and messaging services for Staff and Pupils

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, micro-blogs such as X, chatrooms, forums, podcasts, open access online encyclopaedias such as Wikipedia, and content sharing sites such as flickr and YouTube.

This policy recognises that 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 SN Mhuire:

- 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 pupils must not discuss personal information about pupils, staff and other members of the SN Mhuire community on social media.
- Staff and pupils must not use school email addresses for setting up personal social media accounts or to communicate through such media.
- Staff and pupils must not engage in activities involving social media which might bring SN Mhuire into disrepute.

- Staff and pupils must not represent your personal views as those of bring SN Mhuire on any social medium.

Pupils will be provided with guidance on etiquette regarding social media through SPHE lessons, resources from webwise.ie, Safer Internet Day lessons and Anti-Bullying weeks and lessons in an age appropriate manner.

Teachers can read further information about the use of Social Media and Electronic Communication here: guidance-for-registered-teachers-about-the-use-of-social-media-and-electronic-communication.pdf

Personal Devices

Pupils using devices that have been granted by the Department of Education through assistive technology applications in school should follow the rules set out in this agreement, in the same way as if they were using school equipment. Pupils are not allowed to bring any personal internet-enabled devices into SN Mhuire.

Staff Devices/Access to School Systems

1. Use of School Devices
   - Staff are provided with school-owned devices (e.g., laptops, iPads) primarily for educational and administrative purposes.
   - Devices must be used in accordance with this AUP, the school's Data Protection Policy, and the Dignity at Work Policy.
   - Personal use of school devices should be minimal and must never compromise data security or professional standards.
   - Devices must be stored securely when not in use and locked away at the end of the school day.

2. Access to Aladdin, School Email, and Databases
   - Access to school platforms (including Aladdin, Microsoft/Outlook accounts, and shared drives) is granted for the duration of an employee's active duties.
   - Access will be suspended during periods of leave (e.g., parental leave, career break, long-term sick leave etc.) in line with GDPR principles of data minimisation and access limitation.
   - Access will be reactivated upon the staff member's return to work.
   - Staff must not access or attempt to access school systems while on leave unless specifically authorised by the Principal.
   - Personal data obtained through school systems must not be downloaded or stored on personal devices or unapproved cloud services.

3. Password and Account Security
   - Staff must use strong passwords and keep them confidential.
   - Passwords must not be shared with colleagues or pupils.

- Where two-factor authentication (2FA) is available, staff are required to enable it.

4. Reporting and Security

- Any loss, theft, or suspected compromise of a school device or account must be reported immediately to the Principal.
- Devices leaving the premises (e.g., for school trips or remote work) must be password-protected and encrypted where possible.

Digital Learning Platforms (including video conferencing)

Staff members may only use school devices for the purposes of capturing and storing media.

All school-related media and data should be stored on the school's platform; Aladdin and on school owned devices.

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

Staff access to Aladdin and school email will be suspended during periods of approved leave and restored upon return to work, to ensure compliance with GDPR and the school's Data Protection Policy.

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.

Audio, Images and Video (Photo Policy) – Updated Section

At SN Mhuire, pupils must not record audio, take, use, share, publish or distribute images of others without their permission.

Permission from parents/guardians will be obtained through Aladdin before video, audio or photographs of pupils are published on the school website or on social media. This will be updated at the beginning of each school year.

Photos and videos shared with parents through Aladdin are provided for personal viewing only. To protect the privacy of all pupils, parents/guardians are asked not to download, screenshot, share, forward or repost any images or videos shared by the school. Sharing

school images outside Aladdin on personal social media, messaging apps (e.g., WhatsApp), or other platforms is not permitted, is not permitted, as such content may include other children and is protected under data protection and safeguarding guidelines.

Parents/guardians are trusted partners in supporting the school to keep all pupils safe and maintain the privacy of every child in SN Mhuire.

Pupils 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, in line with our school's Bí Cineálta Anti-Bullying Policy.

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.

Sharing explicit images/video and in particular explicit images/video of pupils and/or minors is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved.

Sharing explicit images/video of other pupils automatically incurs suspension as a sanction.

Inappropriate Activities on Internet enabled devices

The following outlines activities that are deemed inappropriate activities online;

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

On occasion, pupils may be given the opportunity to have their work published online – this will include; projects, artwork or school work in accordance with clear procedures 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.

SN Mhuire will use only digital photographs, audio or video clips of focusing on group activities. Content focusing on individual pupils will only be published on the school website with parental permission.

The publication of pupil work will be coordinated by a member of staff, generally the pupil's class teacher.

Personal pupil information including home address and contact details will not be published on SN Mhuire web pages.

The SN Mhuire will avoid publishing the first name and last name of pupils in video or photograph captions published online.

The school will ensure that the image files are appropriately named and will not use pupils' names in image file names or ALT tags if published online.

Cyberbullying

In accordance with the Bí Cineálta Anti-Bullying Procedures for Schools, SN Mhuire 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 person's sexuality, appearance etc.

Access to technology means that cyberbullying can happen around the clock and the pupil's home may not even be a safe haven from such bullying. Pupils 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 Bí Cineálta Anti-Bullying Procedures for Schools, SN Mhuire 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 pupils, 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 pupil or member of staff is an unacceptable and absolutely prohibited behaviour, with serious consequences and sanctions for those involved.

Measures are taken by SN Mhuire to ensure that staff and pupils 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 Procedures to Prevent and Address Bullying Behaviour for Primary and Post Primary Schools, SN Mhuire considers that a school is not expected to deal with bullying behaviour that occurs when pupils are not under the care or responsibility of the school.

Parental decisions and choices about their children's usage of devices and the supervision of children's online activity are among the most important measures in preventing cyberbullying and online harm.

Parents/guardians are strongly encouraged to support the Smartphone Ban Voluntary Code by not purchasing a smartphone for their child until the end of primary school.

Parents/guardians are also expected to be aware of, and respect, the minimum age requirements for children's use of social media platforms.

However, where this bullying behaviour has an impact in school, schools are required to support the pupils involved. Where the bullying behaviour continues in school, schools should deal with it in accordance with their policy.

Artificial Intelligence

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

SN Mhuire 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 SN Mhuire aligns with educational goals, including supporting learner agency and promoting critical thinking. At times, AI technologies are integrated into the curriculum to enhance learner outcomes and experiences.
SN Mhuire integrates AI into its educational processes to enhance learning, foster innovation, and promote the development of critical skills.

SN Mhuire will make necessary adjustments to our school's adoption and integration of AI based on review and feedback and in response to guidance from the Department of Education and Youth.

A regular review of the impact of AI on learning outcomes is 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 SN Mhuire should comply with data protection regulations (GDPR).

Entering personal, sensitive, or confidential data into any AI system without proper authourisation 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 SN Mhuire community

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

SN Mhuire 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 SN Mhuire ensure fairness, transparency, and accountability in decision-making processes.

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

Teachers will attribute AI text and images when used.

AI generated material is allowed for the purpose of research, brainstorming, revising text not for generating assignments or homework.

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

Legislation

SN Mhuire 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

SN Mhuire will inform pupils and parents of key support structures and organisations that deal with illegal material or harmful use of the Internet.

Misuse of the Internet and digital technologies is included in our school's Code of Behaviour and the Bí Cineálta Anti-Bullying Policy and related sanctions regarding misuse as appropriate should be outlined therein.

The school also reserves the right to report any illegal activities to the appropriate authorities, including An Garda Síochána

Permission

Name of Pupil:_____ Class:_____

SN Mhuire uses digital technology to support teaching, learning and communication.

Our Acceptable Use Policy (AUP) helps to ensure that pupils and staff use the internet, school devices and digital platforms safely and responsibly.

The policy also explains how pupils' information is protected and how staff access to school systems is managed securely while they are working in the school.

We teach pupils how to stay safe online and use technology in a positive way.

Staff use school devices and school systems (such as Aladdin and school email) only for school purposes, and access to these systems is paused when staff are on leave to protect personal data.

Photos or videos shared with parents through Aladdin are for personal viewing only.

To protect the privacy of all pupils, parents/guardians are asked not to download, screenshot, share, forward or repost any images or videos shared by the school.

By agreeing to this AUP, pupils and parents are helping to ensure that SN Mhuire remains a safe, respectful and secure learning environment where everyone benefits from digital technology.

Pupil Agreement

I agree to follow the school's Acceptable Use Policy on the use of the internet and digital technologies.

I will use the internet and digital technologies in a responsible way and follow all the procedures outlined in the policy.

Pupil's Signature: _____ **Date:** _____

Parent/Guardian Agreement

☐ I have read and accept the school's Acceptable Use Policy (AUP).

☐ I understand and accept the school's Photo and Media Policy.

As the parent or legal guardian of the above pupil, I understand that internet access in school is intended for educational purposes and that every reasonable precaution has been taken by the school to promote online safety.

I understand that the school cannot be held responsible if pupils access unsuitable material despite these precautions.

I understand that **supervision of my child's online activity at home is essential** in preventing cyberbullying and online harm, and I will support my child to use digital technologies safely and responsibly.

I acknowledge the school's commitment to the **Smartphone Ban Voluntary Code**. I understand that the Code asks parents to consider not purchasing smartphones for children until the end of primary school.

I will support the school's Code of Behaviour and Bí Cineálta Anti-Bullying Policy to ensure that SN Mhuire is a safe and happy place where all pupils can thrive.

I understand and accept the terms of the AUP relating to publishing pupils' work on the school website and accept that, if the school considers it appropriate, my child's work may be chosen for inclusion.

Parent/Guardian Signature: _____ **Date:** _____

Staff Responsibilities (AUP 2025/2026)

This one-page summary outlines the key responsibilities for all staff when using school devices, digital platforms, and personal data.

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1. Use of School Devices
   - School-owned devices (laptops, iPads, cameras) must be used for educational and administrative purposes only.
   - Personal use should be minimal and must not compromise data security or professionalism.
   - Devices must be stored securely during the school day and locked away after school.
   - Only school-approved apps, software and platforms may be installed or used.

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2. Access to Aladdin, Email & School Systems
   - Staff access to Aladdin, Outlook/School Email, and shared drives is granted only while actively working.
   - Access is automatically suspended during leave (parental leave, long-term sick leave, career break, etc.) in line with GDPR.
   - Access is restored on return to duty.
   - Staff must not access these systems while on leave, unless authorised by the Principal.
   - Personal data from school systems must not be stored on personal devices, USBs, or non-school cloud services.

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3. Password & Account Security
   - Staff must keep passwords strong, secure, and private.
   - Passwords must not be shared with colleagues, pupils, or parents.
   - Where two-factor authentication (2FA) is available, it must be enabled.
   - Accounts must not be left logged in on shared devices.

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4. Data Protection & Confidentiality
   - All pupil data, family information, and school records are strictly confidential.
   - Staff must ensure that personal data is accessed only when necessary to perform their duties.
   - Printing, emailing or saving pupil data must follow the school's Data Protection Policy.
   - Any suspected data breach must be reported immediately to the Principal/DPL.

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5. Use of Digital Learning Platforms
   - Only school-approved platforms (e.g., Aladdin, NCTE-approved tools) may be used with pupils.
   - Personal email addresses must not be used to set up accounts or communicate with pupils.
   - All media (photos, audio, video) must be stored only on school devices or school platforms.
   - Zoom/Teams/Google Meet calls with pupils must follow school protocols.

6. Professional Conduct Online

- Staff must not communicate with pupils via personal messaging apps or social media.
- Staff must uphold the Teaching Council's Social Media & Electronic Communication Guidelines.
- Staff must ensure their online presence does not bring themselves or the school into disrepute.

7. Reporting & Security

- Lost, stolen, or compromised devices must be reported immediately.
- Any suspicious emails, phishing attempts, or unauthorised access attempts must be reported.
- Staff must follow the school's procedure for reporting cyberbullying incidents, even when off-site.

8. AI Tools

- Staff may use AI for: lesson planning, idea generation, content revision, and professional tasks.
- AI must not be used to process or store any personal, sensitive, or confidential information.
- AI content must be verified, fact-checked, and attributed where relevant.
- AI must not be used to create content that could harm, offend, or bias pupils or staff.

Staff Declaration

I agree to follow the Staff Responsibilities outlined in this summary and the full SN Mhuire Acceptable Use Policy.

Signed: _____

Role: _____

Date: _____