



St. Multose National School

ICT Acceptable Usage Policy

Policy ratified by Board of Management: 25/09/2012

Updated: 28/03/2014

Updated: 06/03/2018

Updated: 12/09/2019

Rationale:

An Acceptable Use Policy (AUP) is an important document which governs students' use of the internet at school and covers a wide range of issues surrounding the rights, responsibilities and privileges – as well as sanctions – connected with computer use. (www.webwise.ie)

Aim:

- The aim of this Acceptable Use Policy is to ensure that pupils will benefit from learning opportunities offered by the school's internet resources in a safe and effective manner. Internet use and access is considered a school resource and privilege.
- Therefore, if the school AUP is not adhered to, this privilege will be withdrawn and appropriate sanctions – as outlined in the Code of Behaviour/Anti-bullying Policy – will be imposed. It is envisaged that staff, in consultation with parents, will revise the AUP regularly.

School's Strategy:

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:

General

- Internet sessions will always be supervised by a teacher.
- The school will regularly monitor pupils' Internet usage.
- Students and teachers will be provided with training in the area of Internet safety.
- Uploading and downloading of non-approved software will not be permitted.
- Virus protection software will be used and updated on a regular basis (where necessary).
- The use of personal memory sticks or other digital storage media in school requires a teacher's permission. (It has been discussed at staff level to include a memory key on the book list of senior classes to use for the duration of their primary school years).
- Students will treat others with respect at all times and will not undertake any actions that may bring the school into disrepute.
- It is important that parents/guardians and pupils are aware of our Anti Bullying Policy in relation to social media; any isolated or once-off incidents of intentional negative behaviour, including a once off offensive or hurtful text message or other private messaging, do not fall within the definition of bullying and should be dealt with, as appropriate, in accordance with the school's Code of Behaviour. However, in the context of this policy, placing 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.
- Students will not intentionally visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- Students will report accidental accessing of inappropriate materials in accordance with school procedures.
- Students will use the Internet for educational purposes only during class time.

- Students will not copy information into assignments and fail to acknowledge the source (plagiarism and copyright infringement).
- Students will never disclose or publicise personal information.
- Downloading materials or images not relevant to their studies, is in direct breach of the school's acceptable usage policy.
- Students 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.

Mobile Phones / Electronic Devices

- Usage of mobile phones/electronic devices must be in adherence to the Mobile Phone/Electronic Devices Policy. This applies to teachers as well.
- The school acknowledges the usefulness and practicality of mobile phones/electronic devices and recognises their potential as an educational resource.
- Personal Devices: pupils using their own technology in school, such as (but not restricted to) a mobile phone, smartphone, iPad, iPod, iPhone, gaming device, laptop, or tablet device is in direct breach of the school's acceptable use policy, if any of these devices are turned on and used in class or during school hours. This does not include assistive technology.
- Children are not allowed bring personal devices on school tours or to other out of school events.
- Pupils sending nuisance text messages is a direct breach of the school's acceptable use policy.
- The unauthorised taking of images with a mobile phone camera or electronic device, still or moving is in direct breach of the school's acceptable usage policy.
- Please see Mobile Phone and Electronic Device Policy and Code of Behaviour for further information.

Email

- This will be relevant to staff only; nevertheless, students may be taught how to use email.
- Students will not send or receive any material that is illegal, obscene, defamatory or intended to annoy or intimidate another person.
- 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 know only through emails or the internet.
- Students will note that sending and receiving email attachments is subject to permission from their teacher.

Netiquette

Netiquette may be defined as appropriate social behaviour over computer networks and in particular in the online environment.

- Students should always use the internet, network resources, and online sites in a courteous and respectful manner.

- Students should be polite, use correct language and not harass others or provoke fights online.
- Students should also recognise that as well as the valuable content online, there is unverified, incorrect, or inappropriate content.
- Students should use trusted sources and browsers when conducting research via the Internet.
- Students should not post anything online that they wouldn't want parents, teachers, or future colleges or employers to see. Once something is online, it is out there – and can sometimes be shared and spread in ways you never intended.

School Website: www.stmultosens.ie

- Pupils will be given the opportunity to publish projects, artwork or school work on the school website.
- The website will be regularly checked to ensure that there is no content that compromises the safety of pupils or staff.
- The publication of student work will be co-ordinated by a teacher.
- Pupils' work will appear in an educational context on web pages.
- Digital photographs, audio or video clips will feature groups of children only.
- The school will endeavour to use digital photographs, audio or video clips focusing on group activities. Content focusing on individual students will not be published on the school website.
- Personal pupil information including home address and contact details will be omitted from school web pages.
- The school website will avoid publishing the names of individuals in photographs.
- The school will ensure that the image files are appropriately named – we will not use pupils' names in image file names or ALT tags if published on the web.
- Pupils will continue to own the copyright on any work published.

Legislation

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 (Amendment) Act 2003
- Child Trafficking and Pornography Act 1998
- Interception Act 1993
- Video Recordings Act 1989
- The Data Protection Act 1988

This policy will be reviewed and updated as new legislation and/or good practice guidelines become available. Updated policies are ratified by the Board of Management and uploaded to our school website.

Cyberbullying

Bullying is repeated aggression, verbal, psychological or physical conduct by an individual or group against others. Bullying is always wrong and is unacceptable behaviour which should never be overlooked or ignored.

Cyberbullying refers to bullying which is carried out using the internet, mobile phone or other technological devices. Cyberbullying generally takes a psychological rather than physical form but is often part of a wider pattern of 'traditional' bullying. It can take the form of sending nasty, mean or threatening messages, emails, photos or video clips, silent phone calls, putting up nasty posts or pictures on a message board, website or chat room, saying hurtful things in a chat room, pretending to be someone else in a chat room or message board or text message and saying hurtful things, or accessing someone's accounts to make trouble for them.

All teachers will educate their classes on netiquette and cyberbullying using the Stay Safe programme, lessons from My Selfie and the Wider World, additional resources from webwise.ie, Friends for Life programme, as well as outside agencies: i.e. Community Garda.

Guidelines

- Any form of harassment using electronic devices, commonly known as cyberbullying, is prohibited and will not be tolerated.
- Students are encouraged to report an incident or any communication that constitutes cyberbullying to the school or any member of staff.
- The school will take any report of cyberbullying seriously and will investigate credible reports immediately.
- Students who make a report are requested to preserve evidence of cyberbullying, e.g. a screenshot or a copy of an email, text message, picture or any other electronic form.
- Staff will take appropriate action and will bring it to the attention of the principal when students report an incident of cyberbullying.
- Staff will attempt to preserve evidence of the cyberbullying and will submit any evidence to the principal.
- Bullying will not be tolerated and parents will be expected to co-operate with the school at all times in dealing with instances of bullying in accordance with the school's Anti-Bullying Policy.

Sanctions

Parents sign up to our school Code of Behaviour when completing an Application Form for St. Multose N.S. In third class pupils sign the document "Rules for Responsible Use". By signing these rules, they agree to be responsible when using the school's computers, internet and email. This document places responsibility on the individual pupil to display common sense and netiquette when accessing online materials (see appendix 1).

Misuse of the Internet, including bullying or discrediting others, may result in disciplinary action, including written warnings, withdrawal of internet access privileges and, in extreme cases, suspension or expulsion (as outlined in the Code of Conduct Policy). The school also reserves the right to report any illegal activities to the appropriate authorities.

Staff Use

As per the Data Protection Policy, all teachers in St. Multose School are bound by the Data Protection Act (1998) and its amendment (2003). Staff is prohibited from accessing material of a personal nature (email, storage accounts, Google, etc.) on their school laptops or iPads. Mobile phone use is also restricted except in exceptional circumstances.

No pupil files may be taken from the school, whether they are digital or paper copies, due to the sensitive nature of the material.

Parent/Teacher meetings (apart from whole school meetings) are to be conducted in a data clear area: i.e. there should be no personal or pupil files/copies/books visible in hard copy or digital.

Stop Cyberbullying: Tips for Parents

It is very important that you listen to your child when they come to you with an issue relating to bullying.

Encourage your child to be careful about disclosing personal information. Being conscious of when and where it is alright to reveal personal information is vital. A simple rule could be that the child should not give out name, phone number or picture without your approval. Never give out personal information (PIN) etc. Online everyone is a stranger. Don't talk to or accept anything from strangers.

Remember that the positive aspects of the Internet and Mobile Phones outweigh the negatives. The Internet is an excellent educational and recreational resource for children. Mobile phones can be a source of comfort and support for children and parents.

Know your child's net use. To be able to guide your child with regard to Internet use, it is important to understand how children use the Internet and know what they like to do online. Let your child show you which websites they like visiting and what they do there.

Encourage good Netiquette. Netiquette is the informal code of conduct for the Internet. These are informal ethical rules for how to behave when relating to other people on the Internet and include: being polite, using correct language, not yelling (writing in capital letters), not harassing others or provoking fights online. You should not read another's email or copy protected material.

Some Tips for Young People

- Do trust your instincts. If it doesn't look or feel right, it probably isn't. If you find something online that you don't like or makes you feel uncomfortable, turn off the computer and tell an adult.
- Do not keep this to yourself! You are NOT alone! Tell an adult you know and trust!
- Do not delete messages from cyberbullies. You don't have to read it, but keep it; it is your evidence.
- Don't send a message when you are angry. Wait until you have time to calm down and think. You will usually regret sending a "Flame" (angry message) to someone else. Once you've sent a message, it is very hard to undo the damage.

- Don't open messages from people you don't know.
- Don't reply to messages from cyberbullies! Even though you may really want to, this is exactly what the cyber bullies want. They want to know that they've got you worried and upset. They are trying to mess with your mind and control you, to put fear into you. Don't give them that pleasure.

What to do if you are cyberbullied

- Tell your parents or a trusted adult.
- Do not retaliate – this will only feed into the cyber bully's power and could make other people think you are part of the problem.
- Try to ignore the cyberbully.
- Block the bully from your site.
- Save the evidence. Keep a record of the bullying messages but do not reply to any bullying messages.
- Show or give the record of bullying messages to your parents. If the cyberbullying persists or gets worse, your parent or trusted adult can:
 - File a complaint with the website, ISP, or Mobile Phone Company. There is usually a link on the website's home page for reporting concerns.
 - Contact the Gardaí if the cyberbullying contains any threats.

Appendix 1: St. Multose N.S. Rules for Responsible Internet Use (Pupil Form)

The school has installed laptop computers and iPads with Internet access to help our learning.

These rules will help keep us safe and help us be fair to others.

Using the computers:

1. I will not access other people's files
2. I will not use memory sticks, cameras, iPads, iPads, laptops, mobile phones or MP3 players without the permission of the teacher
3. I will treat all of the computer equipment with respect

Using the Internet:

1. The use of the Internet is for educational purposes only
2. I will not use the Internet, unless given permission by a teacher
3. I will report any unpleasant material to my teacher immediately because this will help protect other pupils and myself
4. I understand that the school may check my computer files and may monitor the Internet sites I visit
5. I will not complete and send forms without permission from my teacher
6. I will not give my full name, my home address or telephone number when completing forms or while visiting websites
7. I will not upload or download non-approved material

Using e-mail:

1. I will ask permission from a teacher before checking the e-mail
2. I will immediately report any unpleasant messages sent to me because this would help protect other pupils and myself
3. I understand that e-mail messages I receive or send may be read by others
4. The messages I send will be polite and responsible
5. I will only e-mail people I know or my teacher has approved
6. I will only send an e-mail when it has been checked by a teacher
7. I will not give my full name, my home address or telephone number or that of anyone else
8. I will not send or open attachments without the permission of the teacher

I understand that failure to comply with the rules will mean withdrawal of Internet privileges.

Signed: _____

Class: _____

Date: _____

**Information and Communications Technology (ICT) Policy:
St. Multose N.S.**

Specific aims for ICT use in the primary school include:

(Source: ICT in Primary Schools-Guidelines for Teachers)

- To enable the child to use a range of ICT tools in a relevant curriculum context
- To enable the child to develop and use ICT skills in the attainment of curriculum learning objectives
- To foster the child's confidence in his or her use of ICT, through enjoyable learning experiences
- To develop the child's understanding and practice of the safe use of ICT
- To enable the child to overcome barriers of access to learning resources caused by geographic location, culture, or language
- To enable the child to use ICT to support his or her learning effectively and creatively
- To inform the child's attitudes regarding the role of ICT in society, including the benefits and challenges of ICT use
- To support the development of the child's social skills through cooperative learning and problem-solving

St. Multose N.S. e-Learning Vision Statement

In St. Multose NS, everyone gets opportunities to succeed in a creative and safe digital environment.

Aims:

In St. Multose we aim:

- To use ICT as an effective and efficient teaching, learning, communication and management tool throughout the school.
- To continuously improve the ICT skills of students and staff.
- To enable all pupils and staff to be confident, competent and independent users of ICT.
- To provide access to high quality ICT resources and support for staff and students.
- To motivate and inspire pupils and raise standards.
- To develop knowledge, skills and attitudes that will enable the child to use ICT to support his learning in appropriate ways.
- To enable the child to acquire and apply ICT skills in the attainment of appropriate curriculum objectives across the range of subjects.
- To enable the child to experience a wide range of ICT tools and resources in relevant curriculum contexts.
- To encourage the child to use ICT critically and creatively and to be discriminating in the selection, analysis and presentation of information.
- To enable the child to gain hands-on experience of a range of available technologies and to explore their potential in the classroom.

- To foster confidence in the use of ICT through enjoyable collaborative learning experiences in which each child can experience success.
- To raise the child's awareness of the significance and impact of modern technology on the social, economic, cultural and other dimensions of society.
- To develop an appreciation of the use of ICT in the context of the wider world.
- To enrich learning and promote both autonomous study and group work.
- To develop pupils' ability to use ICT appropriately and choose software suitable for a particular task.
- To provide opportunities for all students to further their own learning in all subjects through the use of ICT.
- To develop ICT skills through curriculum contexts.
- To encourage problem-solving and investigative work.
- To foster group work, sharing and collaboration between peers.
- To use ICT to develop partnerships beyond the school.
- To celebrate success in the use of ICT.
- To care for and respect equipment.
- To share resources.

(See Appendix 1 for our current eLearning framework).

Rationale

St. Multose N.S. recognises the importance of equipping all students for a future in which technological awareness and ICT skills are of the utmost importance. We believe that ICT can play a key role in furthering the teaching and learning in our school, and we are committed to keeping our school at the forefront of digital learning.

Internet Access

Internet access is planned to enrich and extend learning activities and is an integrated part of the teaching and learning across curriculum areas in St. Multose N.S. Pupils receive guidance when using the Internet and its use is supervised. Pupils are taught what is acceptable and what is unacceptable. Pupils are encouraged to report immediately any offensive materials which they may access, to a responsible adult. They are given clear objectives for Internet use. To guard against accidental access to materials which are inappropriate we access the Internet by means of the Schools Wi-Fi programme which applies filtration to internet content.

ICT Skills to be fostered in St. Multose N.S.

We believe that it is of the utmost importance that ICT skills be fostered in our pupils. To this end, we will follow the basic guidelines as outlined in the 'Revised ICT Framework - A Structured Approach to ICT in the Curriculum and Assessment' published by the NCCA in November 2007. (See Appendix 2 for a school rota outlining class allocation of iPads and laptops).

Some of the skills to be learned are outlined below:

Infants:

- Be able to turn on and off the iPad
- Become familiar with basic computer terms – monitor, keyboard, mouse, enter, return, space bar, delete
- Navigate and use iPads for various literacy and numeracy apps
- Become familiar with the use of PowerPoint as a teaching medium

First & Second Class:

- Be able to turn on and off (shut down) the computer
- Insert and eject discs and CDs/memory keys
- Manipulate mouse and keyboard
- Become familiar with basic computer terms – monitor, keyboard, mouse, enter, return, space bar, delete
- Understand the use of basic function keys – caps, space, delete, fada etc.
- Format text e.g. Change to bold, underline etc
- Change fonts and font size
- Print and save their work
- Use drop-down menus and select function
- Integrate with reading words such as enter/click/double-click/delete/return
- Curriculum integration reading and writing (word processing), maths, spelling, tables etc.

Third to Sixth Classes:

- Keyboard skills
- File management
- Editing
- Word processing
- PowerPoint presentations
- Printing
- Use of USB storage devices
- Use Internet for information gathering
- Use of email
- Running/loading software

ICT in the Primary School Curriculum

In St. Multose N.S., we believe the ICT has a huge role to play in the teaching and learning of all areas of the Primary School Curriculum. Elements of ICT are integrated into most subjects of the curriculum, to empower our pupils to learn by interacting with a wide variety of media. St. Multose N.S. informs all new parents that their children will have access to the Mathematics resources at home via a personal username and password.

The school will endeavour to use digital photographs, audio or video clips focusing on group activities. Content focusing on individual students will not be published on the school website without prior parental consent. The school will ensure that the image files are appropriately named. The school will not use pupils' names in image file names or ALT tags if published on the web. Parental permission is requested via Acceptable Usage Policy permission prior to photographs being displayed. It is also requested that both Pupils and Parents sign the permission form prior to pupils being given access to the internet in the school.

Summary of School Audit Current Infrastructure

- Each classroom is equipped with a laptop and an Interactive Whiteboard. (One classroom has a visualiser of its own) There is one other school visualiser which is shared.
- All support teachers have a laptop to be used with their pupils.
- All computers are networked and can wirelessly connect to the internet.
- We have a dedicated storage cabinet which houses the 10 iPads and 10 Chromebooks and chargers
- The office is equipped with a desktop, photocopier and a colour printer.
- A digital camera is shared by each class. The infants have a digital camera for Aistear.
- The school also has one digital video camera for use by the classes.

Current ICT Educational Resources

(See Appendix 3 which details all ICT equipment and their associated Model Numbers)

- Computers are used as a medium of teaching and learning in all the classrooms, and there is also a timetable in place for each class to have access to the iPads/laptops room.
- Current usage includes; - Pre-reading and early reading work; - Pre-number and early number work; - Mathematical application; - Development of thinking and problem solving skills; - Word processing, - Desktop publishing; - Use of multimedia encyclopaedia and typing skills; - Internet work; - Presentation of project work; - Creating art work; - Spelling; - Development of fine motor skills; - Music composition and recording. Additional Information ICT Co-ordination
- Each piece of ICT equipment is labelled with a number for ease of software filing etc.
- Anti-Virus Protection is installed on all computers.

Access

- Pupils (under adult supervision) and teachers have access to ICT.

ICT for Special Needs Education

- All support teachers have a laptop for use in their rooms, as we recognise the potential of ICT to enhance the learning opportunities for pupils with special needs.
- Children with specific writing, reading and numeracy needs use ICT to provide alternative and complementary educational experiences.
- Laptops and specialised keyboards are also provided where appropriate.
- Pupils in receipt of assistive technology have full access to their notebooks/laptops/iPads throughout the school day (as detailed in our Assistive Technology Policy).

Exceptional Students

- ICT is used in all classrooms to challenge and extend the educational opportunities for pupils with above average attainment.

Administration Database

As of September 2018, DataBiz is being used by St Multose N.S.

Technical Support & Maintenance

Maintenance is carried out by Sharon Nestor who receives technical support and help from Chris Baker, an I.T. specialist and parent in the school. St Multose N.S. also uses helpline for Promethean boards (as needed).

Security

- Each teacher is asked to store their laptop securely at the end of the day.
- Each teacher is asked to delete any confidential information before passing it on to another member of staff.
- See AUP Policy for acceptable 'Teacher Use' and laptops, information and other devices.

ICT co-ordinator

Sharon Nestor – 5th and 6th class teacher

Teacher Continuous Professional Development (C.P.D.)

It is the role of the ICT co-ordinator to provide teachers with information regarding relevant courses from the National Centre for Technology in Education (NCTE), and other online courses and support groups available in the area of ICT.

This may include:

- Whole staff training on ICT Integration
- Training in Website Development and Blogging
- Training in the area of Multimedia Authoring (e.g., using Digital Video, etc.)
- Basic troubleshooting and network management information
- Hardware support and advice (Interactive Whiteboards, Visualisers, etc.)

Health & Safety

All pupils receive introductory sessions dealing with Health and Safety issues. These include showing pupils how to adjust the brightness and contrast settings of monitors as well as the correct keyboard and seating position. Pupils also receive instruction on the correct procedure for using a mouse and are regularly reminded not to look directly into the projector beam when using the interactive whiteboard. Lessons involving the use of ICT should be structured to ensure that there are periodic breaks where pupils' attention is directed away from the monitor to a distant object such as the teacher or interactive whiteboard. All equipment is checked regularly. Regular Risk Assessment surveys are conducted by the designated Health & Safety representative and ICT Co-ordinator, faults are logged and appropriate action taken.

- All new computers purchased will comply with European regulations regarding radiation.
- Dedicated power points are/will be installed for all computers, and fused plugs used.
- Appropriate seating is being made available. There is a dedicated section in our Health and Safety Policy Statement dealing with Electrical and ICT Equipment.

Service Providers

- Eircom ISDN line is supplied to the school at present.
- ScoilNet

Licences

All software used in St. Multose N.S. is fully licensed.

School Website

Our school has its own school website, which is hosted at www.stmultosens.ie.
School newsletters, information for pupils and parents and other news items are regularly added.
School policies that are relevant to parents will also be added to this site.

Ratification and communication

All policies are reviewed regularly and ratified by the Board of Management. This policy is available to view in the office and it is posted on our school website.

Signed: _____

Date: _____

Appendix 1

Current eLearning framework. This is due to be revised and expanded in 2018 in line with NCTE guidelines.

Past	Current	Future
8 laptops	4 laptops (research only)	Upgrade to iPad/Chromebooks
1 desktop	1 desktop	Upgrade 2019/20
1 colour printer	1 colour printer	Maintain
1 photocopier	1 photocopier (upgraded 2018)	Maintain
3 interactive whiteboards	5 interactive whiteboards (1 mobile)	Upgrade to mobile boards in each classroom
Wire connection internet	Wi-Fi connectivity	Maintain current service. Possible need to upgrade if more devices accessing internet)
1 scanner	1 scanner	Maintain
1 tablet	10 tablets	Increase to 12
	10 Chromebooks	Increase to 12
1 digital camera	2 digital cameras (1 for infant use)	Increase/upgrade
	1 data projector	Maintain
	1 visualiser	Maintain
	Classroom Sound Systems	MIS system (2018)
		Standardise Anti Virus Software
		Social Media Education for Senior Classes
		Introduce coding vertically to other classes

Appendix 2

Rota for iPad and laptop use

Time/Day	Monday	Tuesday	Wednesday	Thursday	Friday
9:00–9:30		Miss Kingston			
9:30–10:00					
10:00–10:50	Ms. Nestor	Ms. Nestor	Ms. Nestor	Ms. Nestor	Ms. Nestor
	sos				
11:00–11:30					
11:30–12:00	Ms. Horan	Ms. Horan	Ms. Horan	Ms. Horan	
12:00–12:30	Miss Kingston				
	lón				
1:00–1:30	Ms. Curtin		Ms. Nestor	Miss	
1:30–2:00					

2:00-2:30				Kingston	Scratch
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Appendix 3
Model Numbers for all ICT Equipment

Chromebook 1	NXGHJEK00272202267600	Chromebook 2	NXGHJEK002722061DC7600
Chromebook 3	NXGHJEK0027220614A7600	Chromebook 4	NXGHJEK002722061D87600
Chromebook 5	NXGHJEK0027220614E7600	Chromebook 6	NXGHJEK002722061167600
Chromebook 7	NXGHJEK002722061FC7600	Chromebook 8	NXGHJEK002722061D27600
Chromebook 9	NXGHJEK002722061197600	Chromebook 10	NXGHJEK002722061B97600
Chromebook 11	NXGC2EK004913028E07200	Chromebook 12	NXGC2EK0049130288B7200
iPad 1	DMPQ55YHFK14	iPad 2	DMPQ57JRFK14
iPad 3	DMPT4UA3HG5G	iPad 4	DMQT2CFBHG5G
iPad 5	DMQT258CHG5G	iPad 6	DMQT2C6DHG5G
iPad 7	DMPT5AP9HG5G	iPad 8	DMQT2873HG5G
iPad 9	DMPT5CMWHG5G	iPad 10	DMQT2867HG5G
iPad 11	GG7Y2TJGF8J	iPad 12	GG7Y2YIMJF8J
Laptop 1	00186067888966	Laptop 2	00186067888968
Laptop 3	00186067888967	Laptop 4	00186067888972
Interactive Whiteboard Mobile Laptop	GG181500003045 2A668414K	Interactive Whiteboard (Ms. Horan) Laptop	CO907100804 4K218661H
Interactive Whiteboard (Ms. Curtin) Laptop	C0907100803 4K2186448H	Interactive Whiteboard (Miss Kingston) Laptop	C1307310456 YLNC082379
Interactive Whiteboard (Ms. Nestor) Laptop	C0907100805 2A668352K	SET Room X2 laptops	4K218652H 4K218668H (spare)
Digital camera (school)	40181700	Digital camera (Infants)	6TS29352
Digital camera (red)	833060025427		
Data projector		Visualiser	A03F23639
Scanner	KJUR24514	Desktop	FXWF3HA078886
Colour printer	CNFF925724	Photocopier	A7AK027003129
Flip video camera			
Sound System (Ms. Curtin)	CHR-303 ROHS UB 00320158	Sound System (Miss Kingston)	RD0185947