A Parent/Carer Guide To Social Networking

www.upton.kent.sch.uk

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Online Safety

At Upton we promote the use of the SMART rules when going online. SMART stands for:

S=SAFE

Keep safe by being careful not to give out personal information when you're chatting or posting online. Personal information includes your full name, school, age, email address, phone number and passwords.

M=MEETING

We instill in our children that they should never meet with anyone from online and that they should tell a trusted adult if they are asked to. We remind our children regularly that online friends are still strangers even if you have been talking to them for a long time.

A=ACCEPTING

Accepting emails, IM messages, or opening files, pictures or texts from people you don't know or trust can lead to problems – they may contain viruses or nasty messages! We also explain to our children that they should never accept a friend request from someone they do not know and should always tell a trusted adult if this happens.

R= RELIABLE

Upton children know that unfortunately people online might lie about who they are and information on the internet may not be true. We advise that they always check information with more than one website, or books or even someone who knows

T=TELL

Upton are a telling school and so our children are continually encouraged to tell a parent, carer or a trusted adult if someone or something makes them feel uncomfortable or worried whilst online. Also if they or someone they know is being bullied online (cyberbullying).

At Upton the SMART rules are displayed in every classroom and year group area to constantly remind our pupils how to remain safe online. A copy of the SMART Rules poster is included on the next page.

Be smart on the internet

S **SAFE** Keep safe by being careful not to give out personal information – such as your full name, email address, phone number, home address, photos or school name – to people you are chatting with online.

m **MEETING** Meeting someone you have only been in touch with online can be dangerous. Only do so with your parents' or carers' permission and even then only when they can be present.

a **ACCEPTING** Accepting emails, IM messages, or opening files, pictures or texts from people you don't know or trust can lead to problems – they may contain viruses or nasty messages!

r **RELIABLE** Information you find on the internet may not be true, or someone online may be lying about who they are.

t **TELL** Tell your parent, carer or a trusted adult if someone or something makes you feel uncomfortable or worried, or if you or someone you know is being bullied online.

You can report online abuse to the police at www.thinkuknow.co.uk

THINK U KNOW

www.kidsmart.org.uk

KidSMART Visit Childnet's Kidsmart website to play interactive games and test your online safety knowledge. You can also share your favourite websites and online safety tips by Joining Hands with people all around the world.

Social networking safety

Facebook

Facebook is a social networking site which is designed to allow people to connect with friends and communicate through chat, posting messages and sharing photographs, videos, links and other kinds of information. Facebook is aimed at people aged 13 and above and therefore at Upton we do not its use by our children.

However, this does not mean that our children are not using this website. By inserting a date of birth which makes them 13, children can sign up to this website and are able to view their profile which is surrounded by advertisements appropriate to this age range. As their age increases, the content changes to match the age of the person whose profile it is and so can cause children to have access to content, which is aimed at someone who is older than stated. It is much better that your child is open with you about their use of Facebook so you can help protect them whilst online, than they use it secretly.

Who can see my child's profile and timeline?

At Upton we teach the children to be aware of their 'Privacy Settings'. We advise that their profile and timeline are kept 'Private' at all times. This means that these are only seen by people that the children have accepted as friends, who are real friends and family.

Children should never accept a friend request from someone who they do not know in person.

These settings can be quite difficult to find and alter on Facebook and so we advise that if your child does use Facebook that you check their settings and who they are sharing their profiles and timelines with. These can be found under 'Account Settings' then 'Privacy'. The children at Upton are constantly reminded that they should never share their personal information, including full name, address, school, telephone number, e-mail address and age, with anyone on the Internet.

Facebook's security information can be found at the following link:

https://www.facebook.com/safety

Twitter

Twitter is a communications platform that allows users to share small bursts of information called Tweets. Each Tweet is a maximum of 140 characters long. You can choose to 'follow' members of the website and can also get links, see photographs and videos which are posted, news stories and participate in conversations using Tweets.

Twitter in the public domain

While Tweets can be protected so only approved followers can see them, most of the communication taking place on Twitter is public and therefore viewable by everyone.

Your child can protect their Tweets through the Tweet privacy section on their Account Settings.

https://support.twitter.com/articles/14016-about-public-and-protected-tweets#

https://support.twitter.com/articles/20169886-how-to-protect-and-unprotect-your-tweets#

Instagram & Snap Chat

Instagram is an online photo and video-sharing and social networking service that enables its users to take pictures and videos, apply digital filters to them, and share them on a variety of social networking services, such as Facebook, Twitter, Tumblr and Flickr.

By default, anyone can view your profile and posts on Instagram. To make your posts private so only approved followers can see them you need to turn on the 'Posts are Private' setting by editing your profile.

For step by step instructions to do this follow the link below.

https://help.instagram.com/116024195217477

Once you make your posts private, people will have to send you a follow request if they want to see your posts, your followers list or your following list. You'll see requests in your News, which you can then approve or ignore.

People can also send a photo or video directly to you even if they're not following you.

More information on Privacy and general information for parents can be found at:

https://help.instagram.com/116024195217477

https://help.instagram.com/154475974694511/

Snapchat is a photo messaging application developed by Stanford University students. Using the app, users can take photos, record videos, add text and drawings, and send them to a controlled list of recipients. These sent photographs and videos are known as "Snaps" and they appear on screen for 10 seconds before disappearing. Photographs can be copied to the device in this time.

For Snap Chat Privacy information visit:

https://support.snapchat.com/a/privacy-settings
http://www.snapchat.com/privacy/

<u>You Tube</u>

YouTube allows people to discover, watch and share videos and to comment on what they have watched. It states clearly under the 'Teen Safety' section that any person under the age of 13 are not permitted to have a YouTube account. However, this does not stop children searching content without an account.

The content that appears both on the homepage and results from searches can be unpredictable. Both the content of the videos themselves but also the comments left underneath the video can be inappropriate for young children. Upton advise that children are not allowed to search YouTube without supervision.

For general safety advice please see link below:

http://www.youtube.com/yt/policyandsafety/en-GB/safety.html

https://support.google.com/youtube/answer/2802272?hl=en&ref_topic=2946312

'Teen Safety' link

https://support.google.com/youtube/answer/2802244?hl=en&ref_topic=2803240

YouTube offer a 'Safety Mode' which can be activated at the bottom of the homepage. This hides videos that could contain inappropriate content that have been flagged by other users. Please see link below on how to activate this feature but please note this is not 100% accurate.

https://support.google.com/youtube/answer/174084?hl=en&ref_topic=2946312

Gaming

Gaming is the act of playing games online including PlayStation Network (PSN) and Xbox Live. This is largely popular amongst our children at Upton and children are reminded to keep SMART whilst gaming-especially as they will be playing alongside older children and adults. Unfortunately, because these networks are not moderated and many children use headsets- this can mean that children are susceptible to hearing inappropriate conversations and language.

Also all games include a game rating, which indicates suitability for certain age groups based on the content e.g. violence and these should be considered carefully as you would with a film certificate.

Protect Passwords

Explain to your child that passwords should never be shared, not even with their friends. If the home computer is shared, remind them to always log out when they finish their online sessions to develop good online safety habits. It's also always good practise to log out of any websites to stop other people accessing their information.

Think before posting

It is important to help your child evaluate if something is suitable to post online by reminding them that if you wouldn't say it to the person's face or out loud, they shouldn't say it online either.

At Upton the children are encouraged to consider the 'Grandma Rule'. If you wouldn't want your Grandma to see or read what you are posting then that hints it may not be appropriate to be doing so!

Our children understand that when online they leave a 'digital footprint' and what they post online stays online.

Cyberbullying

Unfortunately as wonderful resource as the Internet can be, it has also opened up the opportunity for unwanted online behaviour. "Cyberbullying" is when a person is tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another person using the Internet, interactive and digital technologies or mobile phones. At Upton we always encourage our children to:

- **Save the evidence!**

If they receive unkind or hurtful messages then save the evidence so that you can prove what has been sent to you from whom and when.

- **DO NOT RETALIATE!**

Make sure that they do not reply to the messages despite how upset or angry they may feel.

- **Tell a trusted adult**

Things can only get better if the adult knows what is happening. Ensure your child knows they can approach you or a member of Upton staff about any online issues they may face.

- **Report or block the user to the website.**

Most websites have the option to block users or report them for inappropriate use. Help your children to do this if necessary.

Start a conversation with your child…

It is important to have dialogue with your child about their online activity and it is important to monitor the content they are viewing.

Ensure that you are aware of your child's usernames and passwords and engage in conversation often with your child about which websites they use regularly.

Ensure they know the importance of sharing anything they feel uncomfortable about with you and go over the use of their 'Privacy Settings' regularly.

Dealing with e-safety issues...

If your child is experiencing repetitive cyberbullying or interpersonal conflicts that are taking place online, consider the following options:

❖ Communicate your concerns with the school

Many issues can be resolved by working with staff at Upton Junior School. Please do not hesitate to contact the class teacher, learning mentors or our e-Safety advisor Miss Spain directly.

In relation to cyberbullying please keep any evidence linking to the matter e.g. inappropriate messages sent from another child.

At Upton the poster below is displayed so children know who the designated e-Safety advisor is.

Upton Junior School — Every child should be kept safe.

Miss Spain
Nominated E-Safety
Children Advisor

Miss Spain also takes assemblies based on e-Safety frequently throughout the year.

❖ Report a problem

Many websites allow you to report a problem whether this could include blocking users, reporting users for inappropriate conduct or content deemed to be inappropriate. Familiarise yourself with the policies of the websites your child is using and their reporting procedures.

The Child Exploitation and Online Protection centre (CEOP) works with child protection partners across the UK and overseas to identify the main threats to children and coordinates activity against these threats to bring offenders to account. For more information visit http://ceop.police.uk/

CEOP have created the 'Report Abuse' button which can also be found displayed on other websites. By clicking on this button you can find advice, help and report inappropriate online behaviour.

When should I report to CEOP?

CEOP suggest completing a CEOP report if someone has acted inappropriately towards you or a child/young person you know. This may be sexual chat, being asked to do something that makes them feel uncomfortable or someone being insistent on meeting up.

At Upton we explain to our children that the 'Report Abuse' button is a last resort and the important thing for them to do is tell an adult and they will take appropriate action.

Created by Miss N. Spain

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