



# Be e-aware!

Young people are increasingly using Information and Communication Technology (ICT) in school, in the home and in our community. This document is intended to offer guidelines, rules and suggestions to help you and your family make sensible, safe and informed decisions when using ICT.

Please go through this document carefully with your son or daughter and sign it together. This will confirm your joint commitment to the steps towards safe practice described in this leaflet and will be a requirement for access rights to be issued.

Locating a computer in a family area, rather than a bedroom, will enable you to supervise children as they use the Internet. It is useful to get into the habit of talking about which sites are being visited and for what purpose. Social networking is an essential part of many of today's youngsters' lives and should not be a problem provided that safety rules are observed. We are trying to focus on education for beneficial use as opposed to sanctions for misuse. Please reassure your son/daughter that we have drafted this guidance to keep them safe rather than take internet access away from them. Try and create a dialogue and a relationship of trust over the use of the Internet.

## Using the Internet Safely at Home

Whilst many Internet Service Providers offer filtering systems to help you safeguard your child at home, it remains surprisingly easy for children to access inappropriate material including unsuitable texts, pictures and films. Parents are advised to set the security levels within Internet Explorer with this in mind. If you do not know how to do this please ask. We will be running an information session for

parents in the autumn term or you could come along to Cybercafe on a Saturday morning during term time with/without your child. You do not have to deny your child the opportunity to learn from the wide variety of material and games available on the Internet. Instead set some simple rules for keeping them safe and make sure they understand their importance.

### Straight-forward rules for keeping young people safe

To keep safe they should:

- use websites recommended by teachers or use a student friendly search
- avoid using websites they feel they could not tell you about.
- be aware of who created a website and possible bias within the information on the site
- only email people they know, (why not consider setting up an address book?)
- never open an email sent by someone they don't know
- use Internet chat rooms with caution and know how to block unwanted users
- not use their real name when using games on the Internet, (create a nick name)
- never give out a home address, phone or mobile number
- never email the school name or a picture of yourself in school uniform (even to a friend)
- never arrange to meet anyone alone, and always tell an adult first if they are meeting in a group or going somewhere new
- only use a webcam with people they know and turn it around if it is not in use
- tell you immediately if they encounter anything they are unhappy with

To help us you should:

- report any concerns to the school immediately and, if necessary, to the Child Exploitation & Online Protection Centre (<http://www.ceop.gov.uk>)

If you need any further information about internet safety you may find the following sites useful:

Childline	<a href="http://www.childline.org.uk/">http://www.childline.org.uk/</a>
Internet Watch Foundation	<a href="http://www.iwf.org.uk/">http://www.iwf.org.uk/</a>
Internet Safety Zone	<a href="http://www.internetsafetyzone.com/">http://www.internetsafetyzone.com/</a>
BBC Chat Guide	<a href="http://www.bbc.co.uk/chatguide/">http://www.bbc.co.uk/chatguide/</a>
Kidsmart	<a href="http://www.kidsmart.org.uk/">http://www.kidsmart.org.uk/</a>
NCH – The Children's Charity	<a href="http://www.nch.org.uk/information/index.php?i=209">http://www.nch.org.uk/information/index.php?i=209</a>
NSPCC	<a href="http://www.nspcc.org.uk/html/home/needadvice/needadvice.htm">http://www.nspcc.org.uk/html/home/needadvice/needadvice.htm</a>
Stop Text Bully	<a href="http://www.stoptextbully.com">http:// www.stoptextbully.com</a>
Think U Know website	<a href="http://www.thinkuknow.co.uk/">http://www.thinkuknow.co.uk/</a>

Our thanks go to Peter Banbury of Kent County Council whose own series of e-safety booklets provided the inspiration and some source material for this document.