

# Children and young people

## How to stay safe online



**If anything online makes you feel scared or uncomfortable tell your parent, carer, teacher** or a member of staff straight away. Don't be afraid that you will get into trouble.

**If you get a nasty message** or get sent anything that makes you feel uncomfortable, do not reply. Show it to a parent, carer, teacher or member of staff.



**Only talk online to people you know** - they may only be pretending to be who they say they are.

**Keep any friends you have met online, online** - never arrange to meet them.



**Do not send nasty messages or bully** other people online or by text- you will easily be traced and you could be reported and may lose your mobile phone connection or instant messaging/social networking site.

**Do not let others know your online password** - they may hijack your profile and publish bad things about you.



**Think about what you say or publish online.** Everything you write and every picture you post online will remain there forever even if you update or delete. Be sure you would be happy if your parent or teacher saw it!



**Keep your personal details private.** Your name, family details, school and clubs you attend are all examples of personal details - they could lead to dangerous adults tracing you.

**Never click on an attachment** unless it is from a trusted friend - it could be a virus.



When using instant messaging or social networking sites make sure that you **set your privacy levels to 'Friends Only'** and only allow people you know onto your page. Block or delete anyone you want to get off your site - they will never know.

**Reject Bluetooth messages** or pairing requests from unknown users and leave your Bluetooth in 'undiscoverable mode' so that you don't receive unwanted messages or photos.



**Use the report button** to report things that upset or concern you and tell a member of staff.



Visit [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk) or [www.childnet-int.org](http://www.childnet-int.org) for more information on how to stay safe and have fun using ICT