

Keeping Safe in a digital Age



This Booklet aims to give parents and families some advice about ensuring that ourselves and our children are safe in our digital world.

There are so many benefits of online communications and Social Networking but there are dangers for us all if we are not aware of how to protect ourselves and our children. This booklet shares advice and links to helpful websites.

Press ctrl and click on the links to view or type the website addresses into your browser.

Four Steps to helping children to keep safe online:

Step 1: Have on-going conversations with your children about staying safe online

1. Ask your children to tell you about the sites they like to visit and what they enjoy doing online.
2. Ask them about how they stay safe online. What tips do they have for you, and where did they learn them? What is OK and not OK to share?
3. Ask them if they know where to go for help, where to find the safety advice, privacy settings and how to report or block on the services they use.
4. Encourage them to help someone! Perhaps they can show you how to do something better online or they might have a friend who would benefit from their help and support.
5. Think about how you each use the internet. What more could you do to use the internet together? Are there activities that you could enjoy as a family?

Activity Zone for children aged 3 to 11 years

<http://www.saferinternet.org.uk/advice-and-resources/young-people/3-11s>

Step 2: Use [safety tools on social networks and other online services](#), e.g. Facebook privacy settings

Most online services offer some safety features that can help you manage access to age-inappropriate content, report concerns or protect privacy.

It is a good idea to think about the sites and services your family uses, and check out which features these sites have that might be helpful for you. Talk to your children and make sure they know how to use the tools on the sites and services they use.

Find out more about the safety features available on these popular social networks:



[Ask.fm](#)

Website: <http://www.saferinternet.org.uk/safety-tools/askfm>

There are a range of safety features on Ask.fm:

- **Report:** use the report button to tell Ask.fm about any behaviour that breaks their terms
- **Disable anonymous questions:** this can be changed in your privacy settings page
- **Block:** use the block button to prevent someone from asking you any more questions

Remember - you don't need to answer questions if you don't want to. If you don't reply to a question then it will not be visible to other users.



[Disney Club Penguin](#)

Website : <http://www.saferinternet.org.uk/safety-tools/Disney-Club-Penguin>:

Advanced Chat and Filtering Technology

- **Safe Chat** ensures that children can communicate with one another in-world, but helps to prevent them sharing personal information or bullying other players by using nasty or negative language.
- Aimed at younger players, Club Penguin also has an option called **Ultimate Safe Chat** that allows players to communicate using only the pre-written phrases that are provided.

Player Tools

Players are also empowered to keep themselves safe online with the following tools:

- **Reporting a player** via the "M" button on their Player Card sends a transcript of conversation straight to the moderators, who review it thoroughly.
- **Ignoring a player** will remove them from their screen entirely.
- **Locking their igloo** so only their friends (and moderators) can enter.

Parent Tools

- Parents have the ability to manage their children's accounts, including setting up a Timer to control when and for how long their child plays.



[Facebook](#)

Website: <http://www.saferinternet.org.uk/safety-tools/facebook>

There are a number of safety tools such as **Reporting, Blocking and Privacy settings** and these are explained at www.facebook.com/safety/tools.



[Google+](#)

Website: <http://www.saferinternet.org.uk/safety-tools/google>

There are a range of helpful safety features:

- [Report](#): report a comment, post or profile that breaks the terms and conditions
- [Block](#): prevent someone from contacting you
- [Comments](#): you can delete or disable comments from other people on your posts
- [Privacy](#): you can control how you share information on your profile
- [Default settings for minors](#): there are a range of safety and privacy settings for minors. For example, under-18s can't access 18+ content in hangouts.



Flickr

Website: <http://www.saferinternet.org.uk/safety-tools/flickr>

There are a range of helpful safety features on Flickr:

- [Report abuse](#): report content that is potentially illegal or breaks copyright, or content that has been given the wrong age rating. See step-by-step information about [how to report abuse](#),
- [Block](#): prevent someone from interacting with you on Flickr
- [Comments](#): control who can comment on your photos and videos
- [Privacy settings](#): you can chose whether to share your photos with Public, Visible to Friends, Visible to Family or Private.
- [Content Safety Levels](#): users have to categorise their content as "safe", "moderate" or "restricted".
- [SafeSearch](#): these settings help to restrict access to certain types of content. SafeSearch is on if you're not signed in. If you are signed in and under 18, you can elect to have SafeSearch on or moderate.



Moshi Monsters

Website

There are a number of safety features on Moshi Monsters:

- **Report:** You can report to a moderator by clicking on the 'M' button on any pinboard post. You can also use the 'Report' button in the Forums, or [Contact Us](#) at the bottom of every page.
- **Moderation:** Moshi Monsters has human moderators, who use technical moderation tools, such as monitoring software which review and prioritise every message. They also use a 'whitelist' filter, which is a list of approved words that players can say.
- **Block:** stop someone from contacting you or sending you a friend request by clicking the block button on the 'friends tree' within the game.



[MovieStarPlanet](http://www.moviestarplanet.co.uk)

[Website](http://www.moviestarplanet.co.uk)

You can find out more about MovieStarPlanet's safety features here: <http://info.moviestarplanet.co.uk/safety>

This includes:

- **Reporting:** the reporting tools in the game allow you to report bad behavior to moderators by pressing on the yellow triangle. Find out more at <http://info.moviestarplanet.co.uk/safety/reporting>
- **Moderation:** MovieStarPlanet has trained human moderators and they also use technical moderation tools, such as identifying keywords that are not allowed on the site (eg rude words, personal information, bullying terms).
- **Blocking:** stop someone from contacting you or sending you a friend request by clicking the block button which is a yellow triangle available at all times to users.

You can contact MovieStarPlanet with any queries about safety using this [contact form](#).

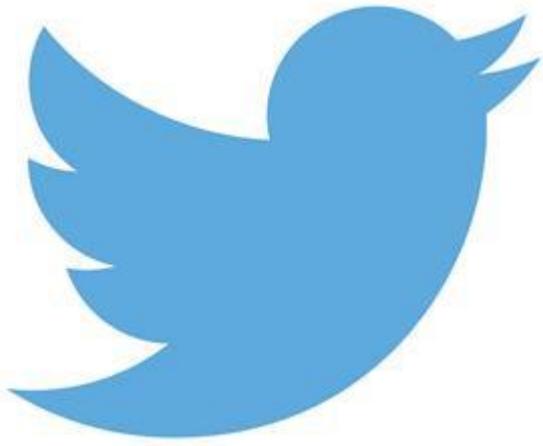


Tumblr

Website <http://www.saferinternet.org.uk/safety-tools/tumblr>

Report: report abuse by emailing Tumblr at abuse@tumblr.com, where a member of Tumblr's Trust & Safety team will review your complaint.

- **Ignore:** you can add an account to your Ignore list at <https://tumblr.com/ignore>. When you Ignore a user, you will no longer see their posts in your Dashboard, their activity in any of your post notes or your Dashboard notifications. Additionally, you won't get Asks or Fan Mail from that user.
- **Unlist your account:** if you don't want anyone to be able to find your blog by searching your email address, you can change your settings in your 'account settings'.
- **Private blog:** for more control over who see's your blog, you can create a password-protected 'secondary blog'. Remember your primary blog is public-facing, so you can't prevent someone from looking at it, following it, viewing pages on it, or accessing its RSS feed. Read more [here](#).
- **Privacy features:** check out the privacy features in your account to find out more about managing how people can contact you and see your content.
- **Filtering:** while adult-oriented content is allowed on Tumblr, you don't have to see it unless you choose to. When you search on Tumblr, you won't see results from blogs marked as adult-oriented unless you turn filtering off, which is on by default. Read more at www.tumblr.com/docs/en/nsfw



Twitter

Website <http://www.saferinternet.org.uk/safety-tools/twitter>

- **Block:** Use the block function to stop a user from following you, tagging you in photos or accessing your tweets. Any @replies or mentions from a Blocked user will not appear in your mentions tab (although these Tweets may still appear in search)
- **Reporting:** Click on the in-Tweet reporting button or fill out the online forms on Twitter's support pages (support.twitter.com/forms) to send a message to Twitter's user support and safety team.
- **Mute:** Hide a user's tweets from your timeline without blocking them. A red mute icon will appear on their profile, visible only to the user, until they are unmuted.
- **Protect your tweets:** When you sign up for Twitter, you have the option to keep your Tweets public (the default account setting) or to protect your Tweets. To protect your Tweets go to your Security and Privacy Settings.
- **Photo tagging:** in your privacy settings you can control who can tag you in photos.
- **Sensitive content:** Twitter ask users to mark their Tweets as sensitive if they contain media that might be considered sensitive content such as nudity, violence, or medical procedures. For the viewer, the default setting is that if a Tweet is marked as containing media that might be sensitive, they will be required to click through a warning message before that media is displayed to them.

It can help to learn more about location functions and think carefully before sharing location information. You can delete all location data history in your 'security and privacy settings'.



[YouTube](#)

[Website http://www.saferinternet.org.uk/safety-tools/youtube](http://www.saferinternet.org.uk/safety-tools/youtube)

- [Flag content](#): report content that breaks the community guidelines ([watch video](#))
- [Safety Mode](#): restrict access to age-inappropriate content ([watch video](#))
- [Video privacy settings](#): you can make videos public, unlisted or private
- [Blocking](#): prevent someone from commenting on your videos or sending you messages
- [Comment moderation](#): stay in control of who can post comments on your videos
- [File a privacy complaint](#): you can request the removal of videos that include your image, full name or personal information

Step 3: Decide if you want to use parental controls on your home internet

If you are with BT:

<http://www.saferinternet.org.uk/advice-and-resources/parents-and-carers/parental-controls/bt>

If you are with Sky:

<http://www.saferinternet.org.uk/advice-and-resources/parents-and-carers/parental-controls/sky>

If you are with Talk Talk:

<http://www.saferinternet.org.uk/advice-and-resources/parents-and-carers/parental-controls/talktalk>

If you are with Virgin Media:

<http://www.saferinternet.org.uk/advice-and-resources/parents-and-carers/parental-controls/virgin-media>

Step 4: Understand devices and the parental control tools they offer in our [Parents' Guide to Technology](#)

Smartphones are mobile phones with internet access. They are capable of a range of functions, including social networking, listening to music, playing games, browsing the internet, checking emails, taking photos and videos and watching TV - along with the usual texting and calling!

Handheld Games: Handheld games are played on small consoles. Some of the popular handheld consoles are the Nintendo DSi, 3DS, Sony PlayStation Portable (PSP) and the PS Vita. These devices can access the internet wirelessly, and allow for playing games with others online.

Consoles: These devices, like the [PS3](#), [PS4](#), [Xbox 360](#), [Xbox One](#), [Nintendo Wii](#) and [WiiU](#), are designed to work with a TV. Consoles like these are capable of connecting to the internet via a home internet connection just like other computers. This allows users to download games or 'expansions' to existing games as well as playing online, although a subscription may be required for this. All of the three main manufacturers (Nintendo, Sony and Microsoft) include parental control functions in their consoles that are linked to age ratings systems.

Tablets, such as the [iPad](#) or a [Kindle Fire](#), function much like a laptop. They can be used to view websites and social networking sites, check emails, download files, play games, take photos and videos, watch TV and films and listen to music, plus more!

Many portable media players, such as the [iPod Touch](#), do much more than simply store and play music. Media players with wifi connectivity can often be used to browse the internet, play games, watch web TV, stream online music, make online purchases, and if they have an inbuilt camera, take photos and videos. The newest iPod Touch even allows you to video call with the FaceTime app.

More advice for parents



[Childnet's Parent and Carers Zone](#)



[Family agreement about being online - template](#)



[Common Sense Media](#)



[Internet Matters - information, advice and support on internet safety](#)



[Get Safe Online \(security advice\)](#)



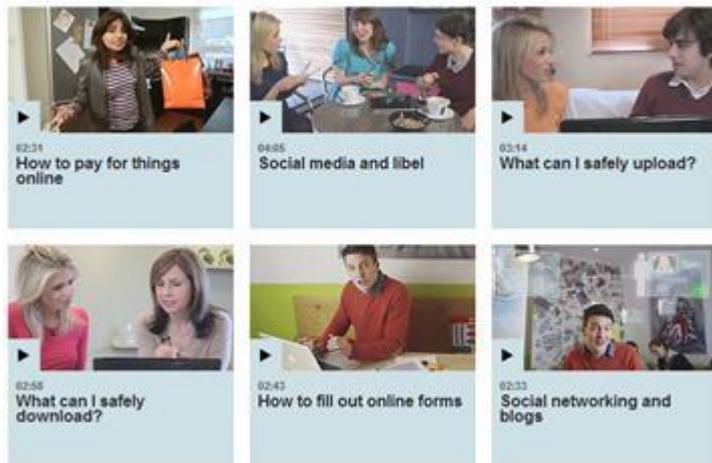
[Be safe online - a guide for parents from AVG](#)



[TalkTalk's quiz: see how your internet know-how stacks up against a ten-year old](#)



[A Parent's Guide to Dealing with Sexting](#)



[Short films from the BBC: develop online skills and make the most of your mobile, tablet, computer or interactive TV](#)



[The Digital Universe of Your Children - film from European Schoolnet](#)



[Top ten online safety tips from BBC WebWise](#)



[Thinkuknow - advice from CEOP](#)



[Know the Net Quiz - test your knowledge of young people's internet lingo](#)



[Vodafone Digital Parenting Magazine](#)

A great source of further information can be accessed from the NSPCC:

<http://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/share-aware/>

We hope that you were able to get some ideas, from this leaflet, on how to keep your children safe online.

If you have any specific concerns or worries please do not hesitate to contact our school e-safety leader: Mrs Helen Stokes: 0114 2484943 or email:

headteacher@waterthorpe.sheffield.sch.uk