

# Online Safety – Guidance to help keep you safe when using; computers, laptops, mobile phones and Apps.

- 1) **Don't post any personal information online – like your address, email address or mobile number.**
- 2) **Think carefully before posting pictures or videos of yourself. Once you've put a picture of yourself online most people can see it and may be able to download it, it's not just yours anymore.**
- 3) **If you share an image of yourself or someone else which is of a sexual nature or contains nudity the police may end up getting involved – both sending and receiving these types of images is illegal.**
- 4) **Keep your privacy settings as high as possible**
- 5) **Never give out your passwords**
- 6) **Don't befriend people you don't know**
- 7) **Don't meet up with people you've met online. Speak to your parent or carer if people you don't know ask you to meet up or if you know a friend is planning to meet up with someone they have met online.**
- 8) **Remember that not everyone online is who they say they are**
- 9) **Think carefully about what you say before you post something online**
- 10) **Respect other people's views, even if you don't agree with someone else's views doesn't mean you need to be rude**



If you need any more information on online safety, including privacy settings, these are some websites you can visit:

- <https://www.saferinternet.org.uk/advice-centre/young-people/resources-11-19s>
- <https://www.nspcc.org.uk/keeping-children-safe/online-safety/>
- <https://www.thinkuknow.co.uk/>
- <https://www.ceop.police.uk/safety-centre/>
- <https://www.thesource.me.uk/search-for-help-support-and-services/life-online/>

If someone is acting inappropriately towards you online please screenshot and block that person straight away. Then report it to one of the following people:

- Parents and family members, they will be able to help you if you are worried
- Email your year co-ordinator.
- Email the safeguarding team: [LGilmour@farlingaye.suffolk.sch.uk](mailto:LGilmour@farlingaye.suffolk.sch.uk)  
[CFrench@farlingaye.suffolk.sch.uk](mailto:CFrench@farlingaye.suffolk.sch.uk)  
[CHankers@farlingaye.suffolk.sch.uk](mailto:CHankers@farlingaye.suffolk.sch.uk)
- Report the individual to the police via 101

