

## Top tips for being SMART

### S for SAFE

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

### M for 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. Remember online friends are still strangers even if you have been talking to them for a long time.

### A for 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 for RELIABLE

Someone online might lie about who they are and information on the internet may not be true. Always check information with other websites, books or someone who knows. If you like chatting online it's best to only chat to your real world friends and family.

### T for 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.

Find out more about e-Safety at  
[www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)



## William Read Primary School's

Child Protection Officer is:

**Mr. Martinson, Headteacher**

Our Deputy Child Protection Officer is

**Mrs. Saville, SENCo**

Please go and see them  
if you are worried about e-Safety.



You can also contact the  
Child Exploitation and Online Protection  
agency (CEOP) at

[www.ceop.police.uk](http://www.ceop.police.uk)



**William Read Primary School  
and Nursery**

**e-Safety  
for our pupils**

Helping you to stay safe on line

**The internet has become part of our everyday lives and is now easier to access than ever before, but using the internet can also have risks.**

**These dangers can include:**

- Viewing different internet sites that may not be suitable for your age
- Giving out personal information such as your age, address, real name
- Arranging to meet an online 'friend'
- Becoming involved in, or the victim of, cyber bullying
- Spending too much time online which can affect your concentration, education, sleep and health
- Copying information from the internet which is unsuitable.

## **Top tips for staying safe online**

### **Games**

- Study the rating of an online game carefully, often they will let you know if it is suitable for someone your age
- Read the terms and conditions of the sites that you use
- Set-up your user profile to include appropriate language and game content for someone your age.
- Make sure your parents or carers know your gamertag and how to access your online account so they can help you if something goes wrong.
- Set time limits for yourself—you could use a mobile phone to set an alarm to keep to your limit.

### **Screenshots**

Ever been playing an online game when suddenly someone starts saying bad things? Use the 'print screen' button on your keyboard to take a screen shot of the foul language and report it to the website. Use your shot as evidence.

### **Netiquette Keep it positive!**

Online games sites and forums are not the place to hassle other people. 'Flaming' or 'trolling' others is irresponsible and wastes people's time. Keep your conversations and posts positive.

### **Undercover!**

What does your gamertag or username reveal about your true identity? Make sure it doesn't give away any personal information such as your name or location. Go undercover and use a nickname instead!

### **Games consoles**

Your Xbox 360, PS3 or Wii could be subject to online invaders! Make sure your parents or carers check security settings on your console before you go online.

### **Wireless access**

Before you jump on just any wireless connection with your PSP or DS, make sure you know the network is safe and you've checked with an adult. The same goes for games on your mobile. When in doubt, check it out.

## **Social Networking**

- Treat your online space with respect—only allow your real life friends to link to you... if you haven't met them in real life don't link to them.
- Use a nickname online (not your real name) and a nickname that is not going to attract the wrong type of attention!
- Meeting up with an online friend can be dangerous—if you really have to meet up with them speak to an adult and make sure that they go with you.
- ALWAYS have a good look at the privacy settings of any spaces you post personal information on and make sure you know who can see or copy your stuff!
- Look out for your friends online and do something if you think they are at risk.
- Delete chainmails—they're just rubbish.

## **Electronic Footprints**

- Treat your password like your toothbrush don't share it with anyone and change it often.
- Always remember to logoff when you have finished with an online service.
- Use your own digital footprints to remember your favourite websites like the history button and your bookmarks.
- Remember that most of the websites you visit will make a note of your visit and may also track the websites you visit before and after their website!
- Let an adult know if anything you read or see makes you feel worried or upset.

## **Find out more**

A useful website to look at is [www.chatdanger.com](http://www.chatdanger.com) a website about staying safe when chatting on the internet.