

Guidance from CEOP...

Our pupils have been given a leaflet published by CEOP - we have included a brief summary here.

Some people use technology to mistreat others. This is not right and you do not have to put up with it. If you are aware that someone is being “cyberbullied”, you must report it.

- Do not respond to or confront the bully; if they get a reaction from you it may encourage them.
- Save any abusive texts, emails or other evidence.
- Tell an adult you trust (your parents, houseparents, or a teacher) and they will be able to help make it stop.
- Make sure you are not the “cyberbully”, by thinking before you press the “Enter” or “Send” key.

If something is happening online that makes you feel uncomfortable, there are people you can tell that can help. Some sites have the “Click CEOP” button installed, and Facebook has an application which adds it to your Profile.



Clicking this button from any website lets you access excellent information and advice from CEOP. It also allows you to submit a report to the Police, who always investigate each report fully.

Parents are also asked by CEOP whether they can say YES to each of the following points -

- I have installed a web-safe browser on our computers.
- I have asked my child to show me sites they use.
- I have talked to my child’s mobile phone provider about filtering software.
- I have asked my child to set all their profile settings to private and to add “Click CEOP” to their Profile.
- My child has agreed to tell me if they are worried about something they have seen or read online.

Where to find more information...

We strongly recommend that the first port of call is the “Think U Know” website – the educational branch of CEOP. The “Purely for Parents” webcast introduced by Kirsty Young is particularly useful for parents and a visit to the 11-16 zone of the site will reinforce the advice we have given to our pupils. Both areas can be accessed from the home page:

www.thinkuknow.org

You can learn more about the work of CEOP and its role in the Virtual Global Taskforce at their website, where you can also sign up for updates:

www.ceop.police.uk

If you would like to find out more about “cyberbullying”, CyberMentors is a website aimed at young people, packed full of valuable information with trained mentors available online to give help and advice:

www.cybermentors.org.uk

If you wish to learn more about the Internet, Kidsmart is a very user-friendly site with much up-to-date advice for parents and children, such as how to change privacy settings on Facebook and other Social Networking sites:

www.kidsmart.org.uk

Childline’s website contains an extensive section about online safety and is also worth visiting:

www.childline.org.uk

And finally...

Good manners never go wrong; in the real world, you might hold a door open for the next person, and say please and thank you. Similarly, your “netiquette” tells others a great deal about you. When you text, post a comment, or upload a photo, you must remember that it is permanent. You cannot delete; your actions will always exist somewhere on the Internet. Stay safe.

Dollar Academy

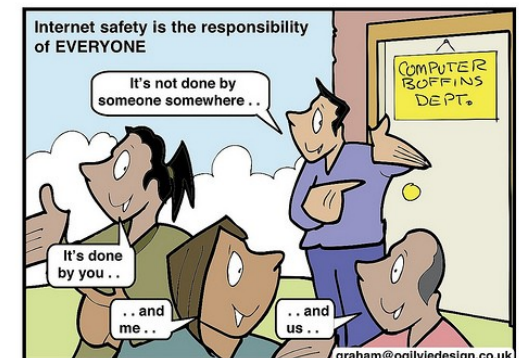


Internet Safety Leaflet

2011-2012

Dollar Academy pupils love to use the Internet. They have told us how much they like to socialise on it, share photos, spend money, play games, listen to music and watch videos; some even use it to help them with their school work! It has changed the way we all work, rest and play, and while we recognise the real benefits this wonderful technology has brought us, it is also true that there are dangers which often come hand-in-hand with each new program, website and application.

Internet safety is a hot topic, and rightly we take it seriously. We have invested a great deal of time and energy in staff training, and in the development and delivery of appropriate education material at each age and stage which has been designed to meet the specific needs of our pupils. We have also produced this leaflet, which we hope will be a useful starting point; it does not aim or claim to contain all the answers. Instead we hope it will be a catalyst for our pupils and their parents to learn more about staying safe online.



Our Survey says...

As part of our research into how our pupils use the latest technologies, in late April 2011 every pupil from Form I to Form VI completed a questionnaire provided by the Child Exploitation and Online Protection Centre (CEOP). Analysis of these questionnaires provided us with valuable information which we used to shape our education programme. Although we are aware that this is an area that is rapidly changing, our survey revealed some interesting data:

- Pupils use the Internet for an average of 1 -2 hours per day and this increases with age, both in terms of frequency and length of use.
- Most pupils access the Internet at home but this changes with age - more and more access the Internet through their smartphones as they get older.
- The location of home-based Internet access changes with age from more 'public' areas at home to bedrooms as pupils get older.
- Social Networking is the most popular online activity by far and increases in popularity as pupils move through the school.
- Risky behaviour – file sharing, adding “unknown Friends” on Facebook or meeting them without an adult present - increases with age.
- A proportion of pupils, about 30%, spend a significant amount of time gaming online.
- Texting is the primary method of mobile communication - far more than phone calls.

Since the survey was completed, we have anecdotal evidence of the rise in our pupils' use of Twitter.

Dollar Academy's educational response...

We have been eager to keep up to date with the current developments in the use of the latest technologies. Our Cyber Safety Working Group has brought together staff and pupils within the school to keep our Internet education programme at the leading edge. To date, our CEOP Ambassador, Mr Cameron Smith, has trained 43 Prep, Junior and Senior School staff as CEOP Trainers, and this has enabled us to deliver a series of special year group assemblies.

While these assemblies have emphasised the many positive aspects of technology, we have used resources provided by CEOP to highlight particular risks that our young people may face. In addition, we have given them strategies to empower them to stay safe online and advice about what to do if things go wrong. Below is a brief overview of the special assemblies we had just prior to the summer break:

Junior 2 - Using the film “Tom’s Story” we looked at the dangers of communicating with strangers online and being tricked into meeting them in the ‘real world’. The “Jigsaw” clip was then used to highlight issues associated with privacy and Friends on Social Networking sites.

Form I - Again, using the film “Tom’s Story” we looked at the dangers associated with strangers online. We then viewed the “Consequences” clip and discussed issues associated with photographs, privacy settings and ‘unknown friends’ on social networking sites.

Form II - We used “Tom’s Story” to examine the dangers associated with strangers online. We then discussed mobile communication and used the “Exposed” video to highlight the consequences of sharing an inappropriate image (“sexting”).

Forms III and IV - “Exposed” was shown to and discussed with both year groups to illustrate the consequences associated with sharing an inappropriate image.

Form V - We raised their awareness of their digital footprint. We used “Exposed” to highlight this issue and looked at what their digital footprint may say about them and how it might affect their opportunities in the future.

Form VI - In a talk entitled “How To Get Kicked Out Of University”, we examined various case studies where young people’s online activities adversely affected their university life, sporting scholarships and employment prospects.

The CEOP films used in these presentations can be viewed on their youtube channel: www.youtube.com/user/ceop

We are aware that risks and issues change quickly, and regular updates for pupils are planned through both our PSE programme and further special assemblies.

Internet Safety Tips from our pupils for our pupils...

- Do not alter someone else’s Facebook pages (“frape”), which can have far-reaching, perhaps legal, implications, and do not make fake pages (“hate sites”).
- Do not upload photos or comments that you would not want parents or teachers to see. Ask for permission before uploading or forwarding anything which might cause offence or be seen as “cyberbullying”. Errors of judgement made online can have an impact in school.
- As soon as you text, key-in, or upload anything there will be a permanent record of your actions on the Internet - as CEOP say, “you cannot delete”.
- Take care with what you advertise about yourself - strangers should not be able to work out where you live, go to school etc from your Profile.
- Set all your Privacy buttons to their maximum values. Check them regularly as website administrators often alter what users are able to control.
- Do not have the same password for all your accounts - use numbers and letters, and keep them secret.
- Up-to-date security software, including a Firewall, is essential to keep you and your computer safe.
- Do not trust anyone on the Internet unless you know them personally. People can be deliberately deceiving.
- Do not click pop-ups - they can make your computer vulnerable to viruses. Switch on your pop-up blocker.
- Do not reply to requests for personal information, such as phone numbers, PINs, and account numbers. This is known as “phishing” for information.
- Always log-out of websites on shared computers in school, in your Boarding House, and in public places.
- Take particular care on sites which involve web-cams - only use them to chat to people you know offline too.
- When shopping online, ensure that the payment site is encrypted - look for the padlock symbol in the address.