



# E-Safety Advice for KS4 Students



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SCHOOL

(Citing content from [thinkuknow.co.uk](http://thinkuknow.co.uk) and [ceop.police.uk](http://ceop.police.uk))

# *Your Online Life*

The internet is constantly changing everyday with new websites, applications and programmes being developed.

You'll most likely keep in touch with your friends, not just in person or on the phone, but through lots of different ways online:

- Chatrooms
- Social Media
- Gaming
- Instant Messenger
- Searching for a sharing content
- Mobiles
- Uploading files (photos and videos)

However, as much fun as communicating online can be, there are risks that come along with it.

The best way to combat this is to be fully clued up on how to protect ourselves and spot any dangers.



## *How can I be at risk?*

### **RISK:** Cyberbullying

By using technology like mobiles or the internet, this type of bullying can affect someone not just at school, but at home as well. Because it takes place in the virtual world, it has a 24/7 nature and can make someone feel upset or threatened in their own home.

It can sometimes be hard to identify who the cyberbully is because they could block their number or post things on a website anonymously. The nature of this type of bullying means it can have a large audience, many of whom may not even realise they are being bullies.

A positive thing about this kind of bullying is that it can be evidenced. With normal bullying, it can be one person's word against another's, but with cyberbullying you can save texts or print out emails / IM's / WebPages. This can be used as proof to catch the bully and stop them upsetting someone; this could be you or a friend.

### *Keep all evidence*

Save all evidence you have of the bullying. If you have nasty emails or things posted on your profile save them to your machine so you can use it as proof. Save texts or voicemails that say anything horrible. Learn how to block the bully on IM or delete them from your contacts.

### *How to deal with it*

Try not to reply or retaliate to things they say or do; it might make the situation worse. If you don't respond, they are more likely to get bored and move on.

If you are being bothered via text, contact your service provider. Each network has a special area for this sort of problem. Check out their website or call them for advice or a free number change.

### *Contacts:*

O2: ncb@o2.com or 08705214000

Vodafone: 191 from a Vodafone phone or 08700700191 (pay monthly) & 08700776655 (pay as you go)

3: call 333 from a 3 phone or 0870733033

Orange: Call 450 on an Orange phone or 07973100450

T-Mobile: Call 150 on a T-mobile phone or 08454125000

### *What to do if you know someone who is being cyberbullied.*

If you know someone that is being cyberbullied or have seen nasty profiles or messages going around, it is your duty to report it. Cyberbullying is really scary for the person being

bullied as the audience can be huge, loads of people could be seeing the mean things that have been said and done. If you see anything that looks like cyberbullying, it is your duty to report it. Tell an adult you trust about what is going on and they will be able to help offer support to the person who is being bullied.

Don't participate in forwarding pictures, messages or insults about a person. You may think it is a joke, but you could be really upsetting the person involved and even committing a crime. To look at or forward this sort of stuff means you are contributing to cyberbullying.

Standing back and letting it happen can be just as bad. If you are worried that someone is getting threatened or hurt by others, offer them support or inform an adult you trust so they can help make it stop.

Always respect other people and be aware of what you're sending and receiving whilst online.

## *Who can I talk to about this?*

Try to tell an adult what's going on and they'll be able to help. Hopefully you have an adult you trust who you can chat to – maybe your mum or dad, or a teacher or your form tutor, or another family member.

If you want to chat in confidence and get some advice, you can contact Childline on 0800 1111 or visit [www.cybermentors.org.uk](http://www.cybermentors.org.uk) for online support and advice about cyberbullying and much more.

## *School Anti-Bullying Policy*

We encourage students to present any problems they, or their peers, may have. Students may talk to their tutor, their Pastoral Leaders or Progress Leaders, one of the Learning Mentors, or any member of staff with whom they feel comfortable.

Staff always ensure that students are given feedback concerning situations that have been dealt with, so that they know that something is being done.

If students feel it is more beneficial for them to speak to peer mentors about any bullying issues, this is something we will arrange.

In response to any cases of bullying that arise, we apply fair and consistent sanctions to those who offend against the right others. We ensure that:

- we have a range of responses to deal with bullying according to the severity of the problem. This is because each incident is different and there is therefore no single way of dealing with problems. It is essential that all parties involved work together for a satisfactory outcome.
- violent behaviour is never tolerated from anyone.

Students involved will normally receive detentions, isolations or exclusions depending on the severity of the violence

- other sanctions are outlined in the school's behaviour policy and can be applied where appropriate
- where appropriate, we use restorative practises as a method of resolving bullying issues.

Students should also be aware that they must adhere to the Student ICT Acceptable Use policy.

## **RISK:** Sharing too much information

Be careful what information you give out on your profile. Remember that you don't know who your friend's friends are... or your friend's friends' friends! And you don't know what they'll do with your picture or your phone number if you give it out by mistake. Once your picture is out there, it's out there forever and you won't be able to get it back.

Be aware that information on your profile could potentially be viewed by anyone. So if you wouldn't be comfortable printing it off and handing it out on the street, maybe it shouldn't be on your profile.

Use a nickname or your initials instead of your name – you don't want just anyone knowing who you are. Consider changing your photo to a cool graphic or picture of your favourite band, that way strangers won't have access to a picture of you.

It's not a great idea to post where you're going on your profile or twitter or where you live. Think through if you'd want everyone who can view the post to turn up at any time! Think through who you want to chat to and how many of your personal thoughts you want anyone to view. Sometimes, it can seem a good idea to share what you got up to with your boyfriend last night, or the argument you had with your best mate; but as you're writing – remember that information could be public forever!

It is tempting to share loads of stuff on your profile, especially since you're often typing from the comfort of your own home.

## *Making friends*

Be careful who you agree to accept into your forums / private chat areas. Unfortunately because there are so many young people using these sites, adults with bad intentions will use them to make contact with children too; so you're safer to only chat to people you know in the real world.

If you know someone... who knows someone... who knows someone, it doesn't make them your friend, so think carefully about whether you should be chatting to them and what kind of things you're saying.

(Citing content from [thinkuknow.co.uk](http://thinkuknow.co.uk) and [ceop.police.uk](http://ceop.police.uk))

## Protect yourself

**Use your Privacy Settings. Adjust your account settings (sometimes called "Privacy Settings") so only approved friends can instant message you.**

This won't ruin your social life – new people can still send you friend requests and message you, they just won't be able to pester you via IM. This means that people you don't want to see your profile can't!

Some social networking sites are really well run and the administrators will try to help you remember to keep your personal information to yourself. Others are not so good – so be careful when choosing which areas you go to.

## RISK: Losing control of pictures and videos

Someone taking an indecent image of themselves, and sending it to their friends or boy/girlfriend via a mobile phone or some other form of technology is sometimes referred to as 'sexting'.

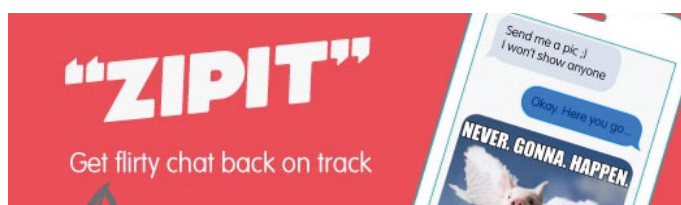
Once these images have been taken and sent to others, control is lost of them and they can end up anywhere. They could be seen by friends and family, a future employer, or even, in some cases, end up in the possession an offender!

This also puts that person who originally sent the images in a vulnerable position, as somebody they may or may not know now has these images and could use technology to bully, harass or even try to locate them.

Just think – if you wouldn't print and pass these images around your school or show your mum or dad, they are not appropriate to share via phone or other technologies.

## How to react

If you receive an indecent image or naked selfie from someone, do not send this image on to others. It's also never a good idea to send a naked selfie of yourself in response, you never know where it might end up!



Download for FREE  
from the App Store

ChildLine has developed a great new app called Zipit to help young people get flirty chat back on track. It provides young people with funny responses to requests for naked selfies from their friends and other young people, advice on safe flirting and what to do if the spread of a naked image has got out of control. Zipit is free to download on the Apple App store or Google Play.

If you know that an indecent image of you or a friend has been posted in the online environment, you will need to contact the service provider, such as Facebook, or Youtube to have it removed. You can do this by visiting their safety centres and following their reporting links.

## If someone sends me, or someone I know, an indecent image, who do I tell?

Always tell an adult you trust. This could be your mum, dad, school teacher or a cool auntie!

If somebody you don't know has contacted you inappropriately or the images are being used against you, fill out a report form at [ceop.police.uk](http://ceop.police.uk).

If you are upset or worried by an image you have sent or received, you can call ChildLine and talk to someone in confidence on 0800 1111.

## RISK: Giving a stranger your phone number

It's a good idea to only give your number out to friends who you know in the real world. If your mobile number is given to people that you don't know, they may hassle you. This is why it's also best not to put your number on your profile of your social networking site (like Bebo, MySpace and Facebook).

## RISK: Uploading videos

Remember that any video uploaded on the net could potentially be there forever for anyone to see; that includes your parents, teachers, future university or employer! Also remember that if you post films with you or your friends in them, you are allowing people to potentially find out information that you wouldn't normally share.

Think about whether your clip identifies you, your school, and the place you live or puts your friends at risk before you post it.

## *What do I do if someone else uploads a video of me?*

Video hosting sites like YouTube do have the ability to take down inappropriate or offensive content. The video will need to be illegal or to have broken the terms and conditions of the site. On YouTube you can report by creating an account and logging in, once you have done this – you can 'flag content as inappropriate'. This option can be found under the video itself.

## **RISK:** Living in a virtual gaming world

Online games where you chat and play with people you don't know can be great - but there are risks too.

Sometimes it's easy to get so involved in a game, that you feel like you'll do anything to win, or get to the next level. It's easy to become addicted, so try to take breaks and keep realistic.

Remember that no one will die in real life if you don't win and that there are other things you can have fun playing offline. People are not always who they say they are

Adults with bad intentions know that loads of young people use gaming sites, so sometimes they pretend to be young people too.

Make sure you remember whilst playing, that people are not always who they say they are.



## *Don't give out personal info*

Be careful that you don't get tricked or blackmailed to give out any personal details like:

- your IM address
- your email address

- your photo
- your real name
- where you go to school
- use a nickname as your username/ character name

## **RISK:** Chatting to people you don't know

Even if you've been chatting to the same person for ages in a chatroom and you feel like you know them, remember it's very easy to lie on the internet and there is no way of knowing if someone is telling the truth.

Even if someone shows you a photo of themselves, this could be a picture of someone else or could be faked. This applies to webcam or video footage too; seeing a person in a video, does not mean it's them.

Be careful not to share too much information with other people in chat rooms. You don't know who could be listening in or what they might do with that information.

*If you wouldn't be comfortable yelling it out in a crowded room, it's best not to write it in a chat room.*

There are some adults who will try to get in touch with young people and children because they have bad intentions. Bear this in mind whilst you use chat areas. If anything makes you suspicious tell an adult you trust or report any serious concerns to [ceop.police.uk](http://ceop.police.uk)

## *How do I stop someone talking to me - they make me uncomfortable.*

Make sure you know how to block Instant Messaging contacts. They will not be told you have blocked them; you will just appear offline in their contacts list, so they cannot message you. Don't forget you can always delete a contact if you don't wish to talk to them anymore.

On Windows Live Messenger you can block a user by right clicking on their icon in your contacts list and choosing 'block'. It's also a good idea to learn how to save conversations. This way, if anything weird or dodgy happens, you have evidence of it and you can show it to an adult you trust or copy and paste it into our reporting form.

(Citing content from [thinkuknow.co.uk](http://thinkuknow.co.uk) and [ceop.police.uk](http://ceop.police.uk))



If you think someone has hacked into your account – report it to the people who run the site.

## *How do I report something suspicious?*

Look out for the CEOP icon on other websites. This means that you can report abuse directly to CEOP from those sites.

## **RISK:** Harmful influences

There are some websites out there that promote or encourage people to have eating disorders (like anorexia and bulimia) and give an unhealthy image about body weight. These sites can be disturbing to come across and can influence how some young people behave.

Because the disorders themselves aren't illegal, the websites talking about them cannot be illegal. But the Eating Disorders Association is working with internet service providers to help ban these sites in the UK and protect you from what they are saying.

It is possible to block these sites if you have filtering software on your computer. There are some filtering tools in your normal internet browser and you can use these if you want to block a specific web address. To use this you can click on 'tools' on your browser menu and then click on 'internet options', then choose 'content'.

## **RISK:** Chatting via webcam

Do you chat to people online you've never met? Do you chat to them on webcam? Do you share pics you only want some people to see? If you do, you need to know how to keep yourself safe on screen.

Some people who contact you genuinely just want to chat or be friends. But the problem is, it's easy to lie online. There are a few people out there, let's call them 'abusers', who pretend to be friendly but want to hurt you. They want to get you to chat on cam and then video you doing things you might be embarrassed about.

***Webcam is not private, it can be recorded and shared.***

Abusers will flirt with you, flatter you or send you sexy pictures. They might pretend to be a boy or girl your age. They will try to convince you that it's OK to talk to them about sex. Then they'll ask you to send them naked selfies or go naked on webcam. You might not be able to tell they're an abuser until after they've got a video or picture of you.

With the right software it's really simple to record anything that's displayed on a computer screen. That includes webcam video. If the person on the other end records you, they could share the video with your friends on Facebook, post it on YouTube or email it to your family.

Abusers try to force young people to make more sexual videos by threatening to share an embarrassing picture or video with their family or friends. Some have asked for money or for young people to hurt themselves.

Unfortunately this has happened to hundreds, potentially thousands, of young people in the UK. This has happened to boys and girls. This may have happened to someone you know. If it has, you probably wouldn't know about it.



Once they have an embarrassing video or picture abusers try to convince young people that they are more powerful than them. They're not. They lie to try to scare people into doing what they want.

## *How can I stay safe?*

The best way to stay safe is by never doing anything on webcam you wouldn't want your family or friends to see. If you do share something you regret, it's never too late to get help.

We all do things we wish we hadn't sometimes. Even if the video or image is shared, no matter how embarrassing it is, it doesn't have to be the end of the world.

# Liar, liar, pants on fire!

Here are some lies abusers use to try to trick young people:

**Lie: "The police will never find me, I've hidden myself on the internet"**

*Fact: This is never true. All abusers leave a 'digital footprint' online. The police are very good at tracking these people down, even if they're not in the UK. Large numbers of individuals have been arrested for this type of crime.*

*You can report an abuser directly to the police: [www.ceop.police.uk](http://www.ceop.police.uk)*

**Lie: "I'm definitely going to share this image if you don't go on webcam for me"**

*Fact: Abusers don't always share images, even when they've threatened to. It's not in their best interests. The more information they share, the easier it is for the police to track them down.*

**Lie: "If I share this image you'll never get over it"**

*Fact: You might feel you have no way out but this isn't true. If an abuser does share an image, this is better than being forced to do more sexual things. All problems can be solved with support. It's always best to tell someone or report to CEOP as soon as possible.*

**Lie: "It's your fault for sharing a naked image in the first place"**

*Fact: It's never your fault. If you're being threatened the only person responsible is the abuser.*

**Lie: "There's no one who can help you. I'm in control"**

*Fact: There's lots of help and support out there. If you're too embarrassed to tell an adult you trust like your mum or dad, you can contact CEOP and speak to an advisor. They deal with this every day and won't judge you. They'll support you to make it stop.*

## Top Tips for Webcam Safety

1. Don't feel pressured to get naked on webcam. If someone is pressurising you to go on cam, block them and report them to CEOP.
2. If someone threatens you online, tell an adult you trust as soon as possible. If you can, get up from your computer immediately, walk away and tell an adult you trust.
3. It's never too late to get help. No matter how far things have gone, there are always people out there to help. You can call Childline at any time on 0800 1111
4. Remember - it's not your fault. Whatever you've shared on webcam, the abuser is the only person to blame. They will be held responsible. You won't be in trouble.
5. The abuser has broken the law. Encouraging a young person to get naked or do sexual things on webcam is a serious crime. The police will find and arrest the abuser.

Remember, you're not alone. If you're too embarrassed or scared to tell an adult you trust, you can call Childline on 0800 1111 or report to CEOP. To report to CEOP visit [www.ceop.police.uk](http://www.ceop.police.uk)

## Links

**Report something** – [www.ceop.police.uk](http://www.ceop.police.uk)

**Get advice** – [www.cybermentors.org.uk](http://www.cybermentors.org.uk)

**Educate yourself** – [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

**Talk to someone** – Childline 0800 1111

**Protect yourself** – [www.getsafeonline.org](http://www.getsafeonline.org)



The information in this guide is sourced from: [thinkuknow.co.uk/11\\_16](http://thinkuknow.co.uk/11_16) and [ceop.police.uk](http://ceop.police.uk)

Please visit these sites to view this information in full and many more resources for young people, including links to further support websites and educational films.

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