



1. Always creating a strong password will help protect your accounts, you should make it at least 8 characters and a combination of upper- and lower-case letters with numbers and special characters too. You should use a different password for each account.
2. The legal age for creating your own Facebook or Instagram account is 13, this is because of the child protection laws in America.
3. Your social media account should be set to private, have tracking turned off and only have friends that you personally know.
4. 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.
5. Once you have put something on the internet anywhere you will never be able to completely remove all traces of it.
6. Not all news is true, doing research on an article can help you find out if it is true or not.
7. It is a criminal offence under the Communications Act 2003 to send messages using any public electronic communications network, such as Twitter or Facebook, which are grossly offensive or of an indecent, obscene or menacing character.
8. If you see something online that makes you feel uncomfortable, unsafe or worried: leave the website, turn off your computer if you want to and tell a trusted adult immediately.
9. Respect other people's views, even if you don't agree with someone else's views doesn't mean you need to be rude.
10. Click links with caution. Social media accounts are regularly hacked so although it looks like a friend has sent you something it may not really be from them.

Where to get more help and support

- Parents and trusted family.
- School Staff
- Directly to the police.
- Report any inappropriate behaviour to the website.
- NSPCC - <https://www.nspcc.org.uk>
- Childline - Helpline: 0800 1111 (24 hours, every day) / <https://www.childline.org.uk>
- CEOPS - <https://www.ceop.police.uk/safety-centre/>

- A person's digital footprint cannot be deleted and can be accessed at any time through a simple social media or search engine search.
- **The Computer Misuse Act 1990** says you can't impersonate or steal someone else's identity online. This means that writing a status on social media pretending to be your friend is technically against the law as it creates fake profiles or websites.
- Having a good awareness of the digital world and how to use it safely will help to protect you from cyber security problems and help to maintain a positive digital image.

Key Terminology

Hacking, social media, e-safety, grooming, cyber bullying, digital footprint, computer misuse act, fake news, trolling.

- **E-Safety** - Strategies and systems to help people stay safe online.
- **Digital Citizenship** - Accepted ways on behaving whilst engaging in online activity.
- **Cyber Bullying** - The use of electronic communication to bully a person, typically by sending messages of an intimidating or threatening nature
- **Hacking** - Gaining access to systems and computers which you do not have permission to access. Can be for malicious purposes.
- **Grooming** - When someone uses the internet to trick, force or pressure a young person into doing something they wouldn't normally do, this could be sexual behavior or radical beliefs.
- **Digital Footprint** - The information about a particular person that exists on the internet as a result of their online activity. It cannot be deleted.
- **Social Media** - Websites and applications that enable users to create and share content or to participate in social networking.
- **WhatsApp** - WhatsApp is a messenger app for smartphones. WhatsApp uses the internet to send messages, images, audio or video. The service is very similar to text messaging services, however, because WhatsApp uses the internet to send messages, the cost of using WhatsApp is significantly less than texting.
- **Snapchat** - Snapchat is a mobile messaging application used to share photos, videos, text, and drawings. It's free to download the app and free to send messages using it. There is one feature that makes Snapchat different from other forms of texting and photo sharing: the messages disappear from the recipient's phone after a few seconds.