Parents/carers information and guidance

Online safety is concerned with safeguarding children in the digital world. We encourage you to learn how to use new technologies and ICT (Information Communication Technology) in a positive way.

Online safety is not about restricting children, but educating them about the risks as well as the benefits so they can feel confident, safe and happy online.

To keep your children safer online:

* Think about how you guide your family in the real world and do the same in the digital world - don’t be afraid to set boundaries and rules for your children
	+ Boundaries may be the amount of time children can spend on a computer, smartphone tablet or games console, along with the types of websites they can visit or which apps you allow them to download (remember to ensure young children cannot download apps themselves, and must always seek your authorisation before using an internet-connected device)
* Encourage balanced use – switching off devices at mealtimes and before bedtime.
* Talk to your child. Share the experience of using technology with them - and ask them to show you how they use technology
	+ Encourage your child to talk to you about anything they see or experience online which upsets or disturbs them
* Talk to your friends, family and other parents about how they help their children to manage their digital world - you might pick up some interesting tips
* If your child reports a problem make sure you support them, report it or seek advice from family and friends you trust, or organisations such as Childline or the NSPCC
* Discuss the importance of keeping personal details private. Personal data means full name, address, mobile phone number, email address and school name
	+ Remind children to be careful about uploading and sharing photographs. You must always ask permission before uploading or sharing a photograph of someone else or you may breach their right to privacy
* Use a child friendly search engine, such as: www.kidrex.org
* Agree the type of websites they can visit, and add those to your parental controls (on the computer or via your internet service provider)
* Agree which apps they can download to a smartphone or tablet. The minimum age for all social media sites is 13, so no primary school-age children should be accessing these services
* Visit www.internetmatters.org/controls/interactive-guide/ for practical advice on how to activate parental controls for all types of devices around the home
* Install antivirus software, filtering and firewalls for your home and mobile equipment
* Remember that filters and firewalls are not always 100% effective and sometimes things can get past them – so we still have to think about our safety
* Locate the computer/laptop in a family room and don’t allow webcams to be used unless with your consent and always in a family room under supervision
* Save any abusive messages or inappropriate images for evidence purposes, and always report any such incident to an adult you trust, or organisations such as Childline, NSPCC or CEOP
* Be aware of how to report nuisance calls, text messages, emails and other communication

**Parent/child Acceptable Use Policy**

These rules will keep me safe and help me to be fair to others. As a child, I will respect these rules, with the support and guidance of my parents/carers, and staff at [name of setting here].

* I will only use the computers for purposes agreed by [name of organisation]
* I will only use the internet when a trusted adult supervises me
* I will keep my logins and passwords secret
* If I see anything that upsets me or I receive a message I do not like, I will not respond to it and I will show an adult I trust
* I know I can always speak to an adult I trust if I see something on the internet that I don’t understand or that upsets me
* I will not attempt to visit internet sites that I know are banned
* I will not give my home address, phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or my friends, unless an adult I trust has given permission
* I will only edit or delete my own files and not look at, or change, other peoples’ files without their permission

Child Agreement

Name:

* I understand the agreement for using computers, the internet, email and online tools safely and responsibly
* I know the adults looking after me will help me to stay safe and check that I am using the computer to help me with my work

Signature: Date:

Parent/carer Agreement

* I have read and discussed the agreement with my child and confirm that he/ she has understood what the rules mean
* I understand that the setting will use appropriate filtering and ensure appropriate supervision when using online and digital technologies
* I understand that occasionally, inappropriate materials may inadvertently be accessed and accept that the setting will endeavour to deal with any incident that may arise, according to policy
* I understand that whilst my child is using the internet and other online tools outside of the early years setting, that it is my responsibility to ensure safe and responsible use with the support of the setting

Name:

Signature: Date: