



## Online Behaviour



Dear parents / carers,

It is very important that you monitor what your children are doing online.

Sites such as Facebook, Snapchat, Instagram and Kik are not recommended for primary aged children. Children do not have a developed sense of social and emotional control and they do not have the skills to filter what they are saying or reading.

Fortunately many parents do have strict guidelines in place for their own children and carefully monitor their use (eg-viewing what their children are doing and having access to their passwords).

Remember that snapchat information lasts online for only 24 hours and you may not see what is going on. Children think that it disappears but parents who are supervising their own children can screen shot information and share it with others. Even if information is deleted it may have been shared or copied or stored in other platforms. Online information is forever!

This means that others (including other parents) can see what the children are sharing online. Parents then make a judgement about this and decide if this information is what they want their own children to see. This can have detrimental effects for your child. Children must not share personal information with others.

If your child is sharing personal information or family issues online it can affect how they are viewed and affect their own reputation and the reputation of your family. Children are children and they are learning about their world. They make mistakes and their brains are not fully developed. Therefore, it is up to the adults to monitor and educate their kids so that they are kept safe and their reputations are protected.

At Portarlington Primary School we are an E-Smart accredited school. We provide a comprehensive program that teaches our children how to be SAFE, RESPONSIBLE, RESPECTFUL and KIND online.

In addition to our normal guidelines for the whole school, we provide guest speakers to teach our senior children about online safety. We also provide parent information sessions. Parents/Caregivers are responsible for ensuring that they provide a safe learning environment at home.

If you would like any support or further information about how you can set up the right conditions at home to protect your children, please contact our school on 5259 2572.

We are really happy to be able to help you.

Kind regards,

Lesley Allbutt  
Principal

# Facebook Tips for Parents



Facebook is a social networking site for people **OVER 13 years** of

age. There are many advantages of using facebook or other social media including maintaining contact with close family and friends.

As with any form technology, there are also challenges. It is the parent's responsibility to ensure that they are aware what their children are doing online.

Portarlinton Primary School Council holds regular cyber-safety forums for parents. These are organised to support parents in understanding the issues that are faced by parents and provide strategies on how to tackle them.



We are a registered e-Smart school. The children are involved in regular education around staying safe online and also what is appropriate & safe behaviour. E-Smart is the world-leading system designed to help schools manage cybersafety and deal with cyberbullying and bullying.



## Our Tips for Parents with Teenagers

1. Only children **OVER** 13 years of age should have a facebook profile page
2. Parents are encouraged to be 'friends' with their teen and have access to the email account that is attached to the profile and the password of the profile
3. Set strict privacy controls
4. Ensure the computer is in a space that you can see what is going on
5. If your teenager receives inappropriate posts from others- they must tell you. Remove the person/**BLOCK** them from the friend list. Report the post to facebook.
6. Check the age that your teen has registered under. What birth year did they put? There are some limits attached to younger users such as how many friends they can have.
7. Encourage your teen to talk to you about problems they are facing.

Further information can be found on the web - [Google search- Facebook Tips for Parents](#)

This is some information that was downloaded from -

<http://www.common sense media.org/advice-for-parents/facebook-parents>



## Facebook is How Our Teens Connect

Facebook is a huge part of many teens' lives. They use it to keep up with their friends' activities, play games, chat, post photos -- even do homework. And while public sharing always carries some safety and privacy risks (more on that below), with good judgment and strict privacy settings, Facebook can be used safely.

## What is Facebook?

Facebook is an enormous, free social networking site with hundreds of millions of users all over the world.

To use Facebook, you sign up with your email address, name, gender, date of birth, and password. That gives you a profile page, which you can then fill in by answering questions on Facebook's forms. The questions are designed to help you create connections with people you know -- called "friends" -- as well as display things you like, such as books and movies. You also have the option to upload a photo of yourself.

As you complete your profile, you can select the people who can view each piece of information. (See our advice for privacy settings below.)

## Why it Matters

Teens' willingness to share information can surprise -- and even shock -- parents who aren't used to such public disclosure. And with teens turning to Facebook for much of their socializing (and maybe using their smartphones to do it), parents are often completely out of the loop.

Facebook is also a big part of teens' real-world lives -- and any indiscriminate posting (such as racy photos, cyberbullying, or relationship status) can lead to drama in high school hallways or land kids in the principal's office. But Facebook's privacy settings have evolved since the site first started, and its users have evolved, too. Many teens are very sophisticated about who they let see certain information and who they block. Finally, Facebook can be a time-waster and interrupt kids' when they're supposed to be doing homework.

## How to Help Your Teen Use Facebook Safely

You can help your teen use Facebook safely by explaining the importance of setting strict privacy controls, using smart judgment about what they choose to post, behaving appropriately, and understanding that anything they put online can potentially be misused. Here are more tips on navigating this tricky territory:

### Tips for talking to teens about Facebook

1. **Talk to your teens about controlling their information.** Encourage them to be selective about what they share by customizing the recipients of their posts. Activities on Facebook, including the applications teens use and games they play, can be viewed by others.
2. **Use strict privacy settings.** Review all of the options on your privacy settings page. Facebook's default settings tend to keep information public until a user makes it private (although Facebook is a little stricter with minors' accounts). "Friends Only" is a good choice for most items, but you can be even more selective.
3. **Pre-approve tags.** Choose the settings that allow you to see everything you've been tagged in (including photos) before the tag links to your page.
4. **Use notification settings.** You can tell Facebook that you want to be notified of any activity performed on your name, including photo tags.
5. **Don't post your location.** Facebook lets users post their location on every post. Teens shouldn't do this for safety and privacy reasons. Teens can also "tag" their friends' location but you can prevent anyone from tagging your location in the How Tags Work section.
6. **Set rules about what's appropriate to post.** No sexy photos, no drinking photos, no photos of them doing something that could hurt them in the future. Teens also need to be thoughtful about their status updates, wall posts, and comments on friends' posts. Remind them that once they post something, it's out of their hands.
7. **If in doubt, take it out.** Use the "Remove Post" button to take down risky posts.
8. **Encourage teens to self-reflect before they self-reveal.** Teens are very much in the moment and are likely to post something they didn't really mean. Work with them on curbing that impulse. Teach them to ask themselves why they're posting something, who will be able to read it, and whether it could be misunderstood or used against them later.
9. **Watch out for ads.** There are tons of ads on Facebook, and most major companies have profile pages. Marketers actively use Facebook to [target advertising to your teen](#).
10. **Create your own page.** The best way to learn the ins and outs of Facebook is to create your own page. A great way to start talking to your teens about their Facebook experience is to ask them to help you create your own page.
11. **"Friend" younger teens.** If your kids are in middle school, it may be a sound policy to know what they're posting, since teens that age don't necessarily understand that they're creating a digital footprint. Keep in mind that kids can block you from seeing things, so check in with them, too.
12. **Talk to your high school-aged teens about whether they're comfortable letting you "friend" them.** Many will be. But if you *are* your teen's friend, don't fill her page with comments, and don't "friend" her friends. Many parents say Facebook is the only way they know what's going on in their teens' life, so tread cautiously.
13. **Choose your battles.** You'll see the good, the bad, and the truly unfathomable. If you don't want your teens to unfriend you, don't ask them about every transgression. Keep it general.
14. **Be a model friend.** Remember that your teens can see what you post, too. Model good behavior for your teens, and keep your own digital footprint clean.
15. **Review Facebook's Safety Centre.** Several FAQs, from General Safety to Safety for Teens, provide detailed information on how to use Facebook safely.



# RULES OF ENGAGEMENT

Family Checklist for your fridge door!



These rules apply specifically to----- Age-----

Internet	Tick if Agree
I will never share my name, address, telephone number, school or other personal details with someone online. I will tell my parents should anyone ask me for this information.	
I will apply the 4Rs of Reputation before engaging online.	
<b>Respect:</b> I will be respectful and considerate online. I will not engage in any bullying or pick fights, use mean words or swear online.	
<b>Responsibility:</b> I will not share personal information about myself or any of my Friends or family or engage in any behaviour online that might bring my reputation into dispute.	
<b>Resilience:</b> If someone is mean to me or hurts my feelings, I will not respond to them. I will tell my parent or trusted adult immediately.	
<b>Research:</b> I will always make sure that information I do share online is correct. I will not share advertising and spam.	
If I see something online that disturbs me, makes me feel uncomfortable or upsets me I will tell an adult or trusted person immediately.	
I will abide by the rules in regards to access and time limits.	
I will allow my parents to have my password and user names kept safely away.	
I will never share photos or videos without checking with my parents first.	
I will never disclose my passwords to anyone except my parents, not even my best friend.	



Internet	Tick if Agree
If I want to meet someone new in person that I have met online I will tell my parents and talk to them first.	
I will never lie about my age online.	
I am happy to share my favourite sites with my parents.	
I will not open email attachments from people I do not personally know.	
I will never create fake profiles or pretend to be another person.	
I understand that photographs can be kept online forever and I will never post anything inappropriate.	
My social media and internet settings will be kept private.	
I will never be mean to someone because of their colour, religion, nationality, physical disabilities or appearance or sexual orientation.	
I will not "check in" to personal spaces and will only use "check in" when my parents know and I am with other people.	
I will not use my parent's credit card, paypal, itunes or other online accounts without their specific permission.	
I will not accept friend requests from people I do not know. I will never use skype or other video services to talk to people I have not already personally met.	

We agree to abide by the terms of this agreement until another such agreement is made

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Child Signature

Parent Signature





Date

This is not returned to school. It is an agreement for your family.



# Helping your child to be a successful learner at home



Value	Morning Routine	Meals	Hygiene	Bed Time	Play	Community	Digital Technology
<b>Safe</b> 	*I get up early. *I scoot, ride or skate to school. *I wear a seat belt in the car.	*I sit down to eat meals. *I use a knife, fork and spoon correctly.	*I keep my hair washed and clean and tied up if it is past my shoulders.	*I have a consistent bedtime every night. *I need lots of sleep to learn properly.	*I play safely so that no-one gets hurt.	*My parents/carers must always know where I am and I come home on time.	*Facebook is for age 13 and over. I never send photos or talk to people I don't know online
<b>Kind</b> 	*I offer to help out at home.	*I say please and thank you. *I offer to help clean up when finished.	*I keep my body clean.	*Adults need personal time too so I go to bed at my bedtime to respect their space.	*I share with others and treat them as I would like to be treated.	*I am polite to others I may meet in the community.	*I only use kind words when I communicate with people I know I do not post anything untrue or mean about anyone.
<b>Respectful</b> 	*I come to school on time ready to learn. *I wear correct school uniform every day.	*My family listen to one another and share good things about our day.	*I wear a clean uniform.	*When I go to bed I stay in my bedroom. *I may read a story or listen to quiet music No electronics.	*I follow team rules and listen to all my friends and team members. I make sure no-one is left out.	*I follow the rules wherever I go.	*My parents/carers need to know and monitor what I look at on the internet. I take turns with my family.
<b>Responsible</b> 	*I pack my own bag including my jumper, hat, take home book, lunch,	To keep my body healthy and ready to learn:-	*I ask an adult to please check my hair for	*I read my 'take home' book to someone every night	*I help my friends when they have problems	*I look after the environment and things which don't	*I take care of equipment. *I only connect with people I know.

	and notes. *My clothing is named *I eat breakfast, clean my teeth, wash my face and brush my hair. *I make my bed *I keep my room tidy	*I make healthy food choices *I get my lunch box out of my bag and put it in the kitchen.	nits weekly and treat thoroughly.	*I give all school notes to adults.	and tell and adult if they are unsafe.	belong to me.	*I need at least 1 hour break from technology before bed.
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