

e-safety students



Staying safe

do not put yourself or your friends at risk

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- Be aware that you are putting yourself in great danger if you arrange to meet someone who you have met on-line.
- Do not share passwords – even with your friends!
- Never leave a computer logged on to the network if you are leaving it, even for a short time. Lock it if you do not want to log off.
- Be very careful what information you share with others, it could be used against you in some way in the future.
- Make sure that you restrict the access to your on-line information to those who you really trust.
- If you are in anyway concerned with communication you have received or information you have seen on the internet please report it immediately to your tutor, Principal Tutor, Anita Blackburn or Jackie Heaton.
- Save any email or other communication that you feel is unsuitable, they are evidence that you may need to ensure the incident is dealt with appropriately.
- Never take photos or videos of people without their permission, especially if you intend to use them in your coursework or publish them in some way. It could be illegal.
- Take care with the content of your emails; they can be used as evidence.
- Beware of links to websites that are contained in an email. They may be bogus and any information you enter could be used for illegal purposes.
- Remember that a future employer could look at your on-line information. If you wouldn't want them to see it, don't upload it!
- If in doubt do not upload any text, pictures or videos on to the internet.