

## Instruction

### **Exhibit – Parent and Student Handbook - Keeping Yourself and Your Kids Safe On Social Networks**

*In Parent and Student Handbook:*

#### **For students:**

- Put everything behind password protected walls, where only friends can see.
- Protect your password and make sure you really know who someone is before you allow them onto your friend's list.
- Blur or morph your photos a bit so they won't be abused by cyberbullies or predators.
- Don't post anything your parents, principal or a predator couldn't see.
- What you post online stays online - forever!!!! So ThinkB4UClick!
- Don't do or say anything online you wouldn't say offline.
- Protect your privacy and your friends' privacy too...get their okay before posting something about them or their pics online.
- Check what your friends are posting/saying about you. Even if you are careful, they may not be and may be putting you at risk.
- That cute 14-year old boy may not be cute, may not be 14 and may not be a boy! You never know!
- And, unless you're prepared to attach your blog to your college/job/internship/scholarship or sports team application...don't post it publicly!
- Stop, Block and Tell! (don't respond to any cyberbullying message, block the person sending it to you and tell a trusted adult).
- R-E-S-P-E-C-T! (use good netiquette and respect the feelings and bandwidth of others).
- Keep personal information private (the more information someone has about you, the more easily they can bully you).
- Google yourself! (conduct frequent searches for your own personal information online and set alerts ... to spot cyberbullying early).
- Take 5! (walk away from the computer for 5 minutes when something upsets you, so you don't do something you will later regret).

#### **And for parents:**

- Talk to your kids - ask questions (and then confirm to make sure they are telling you the truth!)
- Ask to see their profile page (for the first time)...tomorrow! (It gives them a chance to remove everything that isn't appropriate or safe...and it becomes a way to teach them what not to post instead of being a gotcha moment! Think of it as the loud announcement before walking downstairs to a teen party you're hosting.)
- Don't panic...there are ways of keeping your kids safe online. It's easier than you think!
- Be involved and work with others in your community. (Think about joining WiredSafety.org and help create a local cyber-neighborhood watch program in your community.)
- Remember what you did that your parents would have killed you had they known, when you were fifteen.
- This too will pass! Most kids really do use social networks just to communicate with their friends. Take a breath, gather your thoughts and get help when you need it. (You can reach out to WiredSafety.org.)
- It's not an invasion of their privacy if strangers can see it. There is a difference between reading their paper diary that is tucked away in their sock drawer...and reading their blog. One is between them and the paper it's written on; the other between them and 700 million people online!
- Don't believe everything you read online - especially if your teen posts it on her blog!

For more information, visit [www.WiredSafety.org](http://www.WiredSafety.org); [www.stopcyberbullying.org](http://www.stopcyberbullying.org).

Reprinted with permission from "Parry Aftab's Guide to Keeping Your Kids Safe Online, MySpace, Facebook and Xanga, Oh! My!" Parry Aftab, Esq., [www.aftab.com](http://www.aftab.com).

## Resources for Students and Parents

### **Resources for students:**

Federal Trade Commission - Social Networking Sites: Safety Tips for Tweens and Teens  
[www.ftc.gov/bcp/edu/pubs/consumer/tech/tec14.shtm](http://www.ftc.gov/bcp/edu/pubs/consumer/tech/tec14.shtm)

Connect Safely - Social Web Tips for Teens [www.connectsafely.com/Safety-Tips/social-web-tips-for-teens.html](http://www.connectsafely.com/Safety-Tips/social-web-tips-for-teens.html) (2008).

Life online (Girls Scouts and Windows) - [lmk.girlscouts.org/Online-Safety-Topics/Social-Networking/Is-It-Safe-/Test-Your-Knowledge-on-Social-Networking-Safety.aspx](http://lmk.girlscouts.org/Online-Safety-Topics/Social-Networking/Is-It-Safe-/Test-Your-Knowledge-on-Social-Networking-Safety.aspx). Test for knowledge of networking safety.

### **Resources for parents:**

Safety Web - Social Networking Safety Tips for Parents, Monitoring Social Networking of your Child [www.safetyweb.com/social-networking-safety-tips](http://www.safetyweb.com/social-networking-safety-tips). Great comprehensive article for parents.

Connect Safely - Social Web Tips for Parents [www.connectsafely.com/Safety-Tips/social-web-tips-for-parents.html](http://www.connectsafely.com/Safety-Tips/social-web-tips-for-parents.html) (2008).

National Cyber Security Alliance - Social Networking [www.staysafeonline.org/in-the-home/social-networking](http://www.staysafeonline.org/in-the-home/social-networking) (August 30, 2010).

National Consumers League - Social networking security and safety tips [www.nclnet.org/technology/9-safe-computing/152-social-networking-security-and-safety-tips](http://www.nclnet.org/technology/9-safe-computing/152-social-networking-security-and-safety-tips).

DHS U.S. CERT - Socializing Securely: Using Social Networking Services [www.us-cert.gov/reading\\_room/safe\\_social\\_networking.pdf](http://www.us-cert.gov/reading_room/safe_social_networking.pdf).

DHS U.S. Computer Emergency Readiness Team - Staying Safe on Social Network Sites [www.us-cert.gov/cas/tips/ST06-003.html](http://www.us-cert.gov/cas/tips/ST06-003.html) (January 26, 2011).

Internet Safety: Social Networking Sites for Children [www.privatewifi.com/internet-safety-social-networking-sites-for-children/](http://www.privatewifi.com/internet-safety-social-networking-sites-for-children/) (March 30, 2011).

8 Safe Social Networks for Kids [kommein.com/8-safe-social-networks-for-kids/](http://kommein.com/8-safe-social-networks-for-kids/) (Jan. 5, 2011). List of sites that are compliant with Children's Online Privacy Protection Act and have parental controls

Added to Policy Manual: 5/2016