

## Hull City Council Fostering Service Acceptable Computer Usage Policy: Guidance for Carers

### Introduction

Going online is no different than how you would conduct yourself "offline" or in public. There are acceptable and unacceptable behaviours. The following guidelines offer best practice on acceptable online behaviour.

- No one is allowed to go to pornographic, racist or any hated motivated websites. If a young person accidentally stumbles upon such sites, they should let their carer know so that they can tell the Helpdesk who can then arrange for it too be blocked from the system in future.
- It is never acceptable or OK to use abusive, offensive or threatening language in Chat-rooms or via any other online communication, including MSN Messenger, My Space, Face book, Bebo or Emails.
- No one is allowed to download, burn to CD, MP3/4 Player, iPod, Mobile Phone, or other portable device - music, movies, video, photos or images/graphics from the internet, unless from Approved, Authorised Websites, {iTunes} Providers or Known Friends. Or without permission from their carers who will first determine that the material is safe, appropriate and legal to download. The same applies to uploading music, movies, video, photos or other images/graphics, without the permission of the copyright owner or person in the photos or the website owner.
- Should a child or young person deliberately or continually use their time on the computer/internet in ways that are unacceptable; you should report concerns to your Fostering Social Worker. In these instances this may require an element of risk assessment to agree future usage levels and behaviours.

### Safety Online

Sadly there are many risks to children online. The following offer good practice on how to remain safe online:

- It is the responsibility of all carers to guide their young people through the Dot & Marshall 'Internet in a fun and safe way' poster. Highlighting examples of safe and best practice when using the internet.
- All Personal information should not be given out or displayed online - this includes, age, sex, home address, landline & mobile numbers, bank details, PIN numbers, usernames and passwords.

- An online "friend" would be considered a stranger in the real world, and therefore a young person is not permitted to arrange any form of meeting, regardless of how public the venue, with a person they have met via the internet. Like any new relationship the carer should take appropriate steps to ensure that each relationship will be appropriate, this may entail meeting with the other person/child or their responsible adult prior to any unsupervised meetings.
- No child or young person should respond, reply or subscribe to unwanted, unknown emails or Spam.
- If any child or young person receives frightening or bullying emails, or Spam with unacceptable content, they should inform their carers, and if considered necessary report this to the Netopian Helpdesk or CEOP.

For ongoing advice and support on how to stay safe online please visit the following websites:

CEOP on line Safety Centre <http://www.thinkuknow.co.uk/>

Young person peer mentoring online <http://www.cybermentors.org.uk/>

The Netopian Helpdesk has registered CEOP Ambassadors and experienced technology and social media trainers who are able to deliver online safety training to carers, parents and young people.



#### Contact details

You can contact the Netopian helpdesk either by telephone or email.

Telephone number                      01482 333171

Email Address                            [helpdesk@netopian.co.uk](mailto:helpdesk@netopian.co.uk)