

## Family Internet Safety Agreement for High School Age Students and their Parents.

In order to ensure responsible Internet use and safety at home, it is important for both teens and parents to discuss and come to an agreement upon what is safe and unsafe Internet use.

Below are some guiding discussion questions to help open the doors of communication between parent and child when it comes to safe and responsible Internet use.

1. Teens: explain to your parents some of the things you do online (i.e. chat on MSN? Play games? Visit and update social network profiles, such as Facebook, MySpace, etc.? Websites you visit? Email? Etc.)
2. Teens: explain to your parents why these venues might be important to you, what these venues involve and what they look like. For example, MSN is important because.... Playing games is important because ....
3. Parents: explain/discuss some of the things that concern you about the Internet (in general or specific to your child(ren)).
4. Parents: Discuss with your teens how some of these concerns can be addressed. You may want to discuss/negotiate and come to an agreement upon:
  - a. Time Spent Online: what an appropriate amount of time might be to spend doing “non-school” activities online.
  - b. Where they are going: what types of sites are appropriate to go to visit.
  - c. What they are posting: what types of pictures, video clips, comments, and personal information, are appropriate to post.
  - d. Who they are “hanging out with”: the people you are chatting with on MSN, playing games with, emailing, who you have accepted as “friends” on your social networking (i.e. Facebook, MySpace, Nexopia, etc.) profile.
  - e. Privacy Settings: how strict/how high your Privacy settings should be set on Social Networking (i.e. Face Facebook, MySpace, Nexopia, etc.) profile.
5. Parents & Teens: Discuss/negotiate the consequences that will follow if the agreements you have made with each other have been broken.

My child \_\_\_\_\_ in grade \_\_\_\_\_ and I have

discussed the information on this notice

made a family agreement about Internet use at home and at school

Signature of Parent/  
Guardian \_\_\_\_\_

Signature of Teen \_\_\_\_\_

Date: \_\_\_\_\_

## Responding to Cyberbullying: Tips for Parents

**If you find out that your child is participating in victimizing someone over the Internet:**

**Take it seriously, and take action:**

- If possible, print out any communication that occurred
- Find out who else was involved
- Let the school know (in all likelihood some or all of the children involved attend your child's school)
- Give a consequence (i.e. remove online access for a period of time).
- Talk to your child and help him/her understand what is wrong with the behaviour:
  - His/her actions may have caused serious harm to another person. Ask:
  - "How would you feel if this ended up on the front page of the newspaper?"
  - "What if everyone did this?"
  - "How does doing this make you feel inside?"
  - "How do you think it makes the other person feel?"

**If your child is being victimized on the Internet**

- Support and reassure your child that they have done the right thing in telling you.
- Use the "Block", "Ignore", or "Ban" feature on Instant Messaging and email
- Print out the messages or defaming websites
- Contact the sender's Internet Service Provider
- Inform the school
- Inform the police if necessary

# Student's Safety Online:

## Introductory Guide for Parents

### Students' Safety Online: An Introductory Guide for Parents

What Kids Do Online	Benefits	Risks	Safety Strategies
<p><b>1. Visit Websites</b></p> <p>A website is a page or collection of pages that have text, pictures, and often, sound and video. Many have links for downloading games, music and software.</p> <p>There are an estimated 200 million to 800 million websites on the Internet.</p>	<p>Easy Access to:</p> <ul style="list-style-type: none"> <li>• educational &amp; cultural resources</li> <li>• current information from anywhere in the world</li> <li>• games, music and online magazines (e-zines)</li> </ul>	<p>Easy access to sites that:</p> <ul style="list-style-type: none"> <li>• have sexually explicit pictures, videos &amp; text including pornography</li> <li>• promote sexism, racism, hatred, drugs, cults, illegal and dangerous activities</li> <li>• allow access to violent games</li> </ul>	<ul style="list-style-type: none"> <li>• Create family rules about Internet use.</li> <li>• Talk to kids about the kinds of sites they can visit.</li> <li>• Supervise and monitor computer use.</li> <li>• Limit child's time online.</li> <li>• Use filtering &amp; blocking software (but don't rely on it entirely).</li> </ul>
<p><b>2. Use Social Networking Sites</b></p> <p>Many children and teens have created their own profile on social networking sites to help stay connected with friends and to post information about themselves</p>	<ul style="list-style-type: none"> <li>• Gives children/teens the ability to stay connected with friends</li> <li>• Provides the opportunity to share pictures, videos, and thoughts</li> </ul>	<ul style="list-style-type: none"> <li>• Strangers can locate and contact children/teens who have personal information on their sites.</li> <li>• Children and teens can post highly personal information, pictures and videos that can be seen by anyone.</li> <li>• Children and teens can more easily make threats and post mean/embarrassing messages, pictures, and videos of others.</li> </ul>	<ul style="list-style-type: none"> <li>• Know what your child/teen is posting on their site.</li> <li>• Children/teens must be care of what they post and who they accept as "friends"</li> <li>• Children/teens must never post anything mean or threatening about another person.</li> </ul>
<p><b>3. Send &amp; Receive E-mail</b></p> <p>Electronic mail (e-mail) allows people to write to one another online. E-mails are received within minutes of being sent.</p>	<ul style="list-style-type: none"> <li>• Can keep in contact with friends &amp; family, even when they are far away.</li> </ul>	<ul style="list-style-type: none"> <li>• Child sex offenders are online trying to make contact with children &amp; teens.</li> <li>• Real physical danger if a stranger persuades a child to give out personal information or to meet in person.</li> <li>• Sending and receiving mean, hurtful or threatening messages.</li> </ul>	<ul style="list-style-type: none"> <li>• Know who your child/teen e-mails.</li> <li>• Know all your child's/teens e-mail addresses and passwords.</li> <li>• Children/teens must not answer e-mails from strangers.</li> <li>• Children/teens must not give out personal information online.</li> <li>• Children/teens must tell you if they receive something that makes them feel uncomfortable.</li> </ul>

What Kids Do Online	Benefits	Risks	Safety Strategies
<p><b>4. Use Instant Messaging</b></p> <p>Instant messaging (IM), such as MSN, is a popular way for children and teens to write back and forth to their friends ("chat") in real time over the Internet. They create contact lists of friends to chat with and can block people they don't know or don't want to communicate with.</p>	<ul style="list-style-type: none"> <li>• Communicating with groups of friends.</li> <li>• Keeping in touch with friends and family who are faraway.</li> <li>• Discussing homework and school projects.</li> </ul>	<ul style="list-style-type: none"> <li>• Talking with strangers. Some children/teens have large contact lists that include many people they have not met face to face.</li> <li>• Sending or receiving messages that are mean, frightening or hurtful. Kids feel free to say things online that they would never say face-to-face.</li> <li>• Completing a "personal profile" for their IM. This is available to anyone on the Internet.</li> </ul>	<ul style="list-style-type: none"> <li>• Review your child's/ teen's contact list with them. They should know everyone who is on it.</li> <li>• Children/teens must never fill out a personal profile online</li> </ul>
<p><b>5. Visit Chat Rooms</b></p> <p>Places on the Internet to have live, real-time written conversations with many people at the same time. Most often, people in chat rooms are strangers to one another. Everyone in a chat room can see what everyone else writes. A person can choose to be anonymous.</p>	<p>Although chat rooms can be places to meet people with similar interests, there are more risks than benefits for children. Teens should use only monitored teen chat rooms.</p>	<ul style="list-style-type: none"> <li>• Talking to and sharing information with strangers.</li> <li>• Many children and teens visit "adult only" chat rooms.</li> <li>• Exposure to graphic sexual language.</li> <li>• Child sex offenders go into kids' chat rooms posing as children or teens.</li> <li>• Revealing personal or private information that enables someone to contact them by phone or in person.</li> </ul>	<ul style="list-style-type: none"> <li>• Don't allow children to visit chat rooms.</li> <li>• Keep Internet out of child's/teen's bedroom.</li> <li>• Teens must use only monitored teen chatrooms</li> <li>• Teens must not disclose personal information.</li> <li>• Teens must stay in the public area of the chat room.</li> </ul>
<p><b>6. Play Online Games</b></p> <p>Allow players to play games in real-time with people all over the world. Many games have players create their own personalized gaming character including physical and personality characteristics. Depending on the game, people could be playing with people they know offline, or with people they have met online.</p>	<ul style="list-style-type: none"> <li>• Communicate and collaborate with others to meet a particular goal in the game.</li> <li>• Can help people to feel more connected with others.</li> </ul>	<ul style="list-style-type: none"> <li>• Talking and sharing information with strangers.</li> <li>• Can increase chances of Internet Addiction.</li> <li>• Mean and threatening things can be said.</li> <li>• Exposure to graphic sexual or violent content.</li> </ul>	<ul style="list-style-type: none"> <li>• Limit time spent playing games.</li> <li>• Know what games child/teen is playing and if they are appropriate.</li> <li>• Keep computer in a public area of the home.</li> </ul>

Adapted from *Internet 101*, Be Web Aware Site. Media Awareness Network, 2006.

學生上網時的安全問題：家長的初步指引

學生上網時會做的事情	好處	危險	安全策略
<p><b>1. 瀏覽網站</b></p> <p>網站內一頁或多頁以文字及圖象顯示的資料，通常會配備聲音和影像效果。很多網站都有連結至其他可以下載遊戲、音樂及軟件的網站。</p> <p>估計互聯網上共有 2 億至 8 億個網站。</p>	<p>容易查取：</p> <ul style="list-style-type: none"> <li>具教育性及文化方面的資料。</li> <li>世界上任何一個地方或地區新資料。</li> <li>遊戲、音樂及網上雜誌 (e-zines)。</li> </ul>	<p>容易接觸到含下列內容的網站：</p> <ul style="list-style-type: none"> <li>色情相片及影片；含色情內容文章。</li> <li>鼓吹性別歧視、種族歧視、仇很、毒品、異端崇拜、非法及危險活動。</li> <li>暴力遊戲。</li> </ul>	<ul style="list-style-type: none"> <li>制定有關使用互聯網的家庭規則。</li> <li>教導學生可以瀏覽的網站種類。</li> <li>監察電腦的使用情況。</li> <li>限制孩子的上網時間。</li> <li>採用過濾及阻截軟件（但切勿完全依賴它們）。</li> </ul>
<p><b>2. 使用社交網絡</b></p> <p>很多兒童及青少年均在社交網絡上設立關於他們的資料檔案，以便與朋友聯絡和刊登自己的資料。</p>	<ul style="list-style-type: none"> <li>讓兒童/青少年能夠和朋友保持聯絡。</li> <li>提供分享相片、影片及想法的機會。</li> </ul>	<ul style="list-style-type: none"> <li>由於網站載有兒童/青少年的個人資料，陌生人可以找到他們並加以接觸。</li> <li>任何人士均可以瀏覽兒童及青少年刊登的高度私隱資料、相片及影片。</li> <li>兒童及青少年更加容易刊載具威脅性的，或內容卑劣、讓人尷尬的訊息、相片、和其他人的影片。</li> </ul>	<ul style="list-style-type: none"> <li>了解您的孩子在自己網站刊登的資料。</li> <li>兒童/青少年千萬要留意自己刊登的內容以及接受為「朋友」的人。</li> <li>兒童/青少年切勿刊登任何關於他人的卑劣或威脅性言論。</li> </ul>
<p><b>3. 發送及接收電子郵件</b></p> <p>我們可以透過電子郵件 (e-mail) 在網上與他人互通消息。電子郵件於發送後數分鐘內即可收到。</p>	<ul style="list-style-type: none"> <li>即使朋友及家人在很遙遠的地方，亦可保持聯絡。</li> </ul>	<ul style="list-style-type: none"> <li>戀愛鹹性罪犯會在網上嘗試接觸兒童及青少年。</li> <li>假如陌生人能夠說服兒童給予個人資料或親身會面，即會有實際的危險。</li> <li>發送及收到卑劣、有傷害性或具威脅性的信息。</li> </ul>	<ul style="list-style-type: none"> <li>要知道您的孩子與誰人互通電子郵件。</li> <li>要知道您孩子的所有電郵地址及密碼。</li> <li>兒童/青少年切勿回覆陌生人的電郵。</li> <li>兒童/青少年切勿在網上發放個人資料。</li> <li>假如兒童/青少年收到一些令他們感到不安的信息，必須立即通知您。</li> </ul>

# Our Family's Internet Safety Plan

## Our Family's Internet Safety Plan

1. What are some general changes I will make as a parent re: my child's/teen's Internet use?

2. When using MSN messaging (Instant Messaging), I expect my child/teen to:

What I need to do:

3. When building a website or profile about themselves on a social networking site (such as Facebook, MySpace, etc.), I expect my child/teen to:

What I need to do:

4. When using email, I expect my children to:

What I need to do:

5. When my child/teen surfs the web, I expect that he/she will:

What I need to do:

6. If I am concerned about my child's Internet use, I will:

7. If my child tells me about something concerning that is happening online, I will:

## Chinese

### 家庭的網上安全計劃

1. 作為一名家長，我應該就我的小孩／青少年上網使用情況，大致作出甚麼改變？

2. 在使用即時傳訊 (MSN) 時，我預期我的小孩／青少年會：

我需要做的事情：

3. 在社交網絡上 (如 Facebook 或 MySpace 等) 設立關於他們自己的網頁或資料檔案時，我預期我的小孩／青少年會：

我需要做的事情：

4. 在使用電郵時，我預期我的小孩／青少年會：

我需要做的事情：

5. 我預期我的小孩／青少年在上網時會：

我需要做的事情：

6. 若我關注我的小孩如何使用互聯網，我會：

7. 當我的小孩告訴我網上發生了一些我關注的事情，我會：

# Family Internet Safety Agreement for High School Students and their Parents

In order to ensure responsible Internet use and safety at home, it is important for both teens and parents to discuss and come to an agreement upon what is safe and unsafe Internet use.

Below are some guiding discussion questions to help open the doors of communication between parent and child when it comes to safe and responsible Internet use.

1. Teens: explain to your parents some of the things you do online (i.e. chat on MSN? Play games? Visit and update social network profiles, such as Facebook, MySpace, etc.? Websites you visit? Email? Etc.)
2. Teens: explain to your parents why these venues might be important to you, what these venues involve and what they look like. For example, MSN is important because.... Playing games is important because ....
3. Parents: explain/discuss some of the things that concern you about the Internet (in general or specific to your child(ren)).
4. Parents: Discuss with your teens how some of these concerns can be addressed. You may want to discuss/negotiate and come to an agreement upon:
  - a. Time Spent Online: what an appropriate amount of time might be to spend doing "non-school" activities online.
  - b. Where they are going: what types of sites are appropriate to go to visit.
  - c. What they are posting: what types of pictures, video clips, comments, and personal information, are appropriate to post.
  - d. Who they are "hanging out with": the people you are chatting with on MSN, playing games with, emailing, who you have accepted as "friends" on your social networking (i.e. Facebook, MySpace, Nexopia, etc.) profile.
  - e. Privacy Settings: how strict/how high your Privacy settings should be set on Social Networking (i.e. Face Facebook, MySpace, Nexopia, etc.) profile.
5. Parents & Teens: Discuss/negotiate the consequences that will follow if the agreements you have made with each other have been broken.

My child \_\_\_\_\_ in grade \_\_\_\_\_ and I have

discussed the information on this notice

made a family agreement about Internet use at home and at school

Signature of Parent/

Guardian \_\_\_\_\_

Signature of Teen \_\_\_\_\_

Date: \_\_\_\_\_

## Chinese

### 高中生與家長之間的家庭互聯網安全協議

為求在家中以負責的態度使用互聯網，並確保上網安全，家長與子女應該一起就互聯網的安全使用與危險行為展開討論，並達成協議。

以下的一些討論問題有指引作用，可以協助家長與子女展開對話，共同探討怎樣才算安全而負責的互聯網使用方法。

1. 子女：向父母說明你上網時做什麼？（例如：用 MSN 聊天？玩遊戲？瀏覽及更新社交網絡（Facebook 及 MySpace 等）的個人資料？你瀏覽什麼網站？有沒有收發電郵？等）
2. 子女：向父母說明這些網上活動對你的重要性，所涉及的內容，並作出描述。例如，MSN 之所以重要，是因為... 玩遊戲之所以重要，是因為...
3. 家長：說明／討論令你關注的互聯網問題（一般問題，或與你的子女有關的問題）。
4. 家長：與你的子女商量如何解決你所關注的一些問題。你或者會想對以下事項展開討論／談判，並訂立協議：
  - a. 上網時間：在網上進行與學業無關的活動時，可以花多少時間。
  - b. 瀏覽什麼類型的網站：什麼類型的網站適合你的子女瀏覽。
  - c. 子女在網上刊載什麼資料：哪些類型的圖片、短片、評語和個人資料，適合在網上刊載。
  - d. 經常與哪些「網友」打交道：在 MSN 上聊天的人、遊戲對手、有電郵來往的人，以及在社交網絡（如 Facebook、MySpace、Nexopia 等）的個人資料中列為「朋友」的人。
  - e. 私隱設定：社交網絡（如 Facebook、MySpace、Nexopia 等）的個人資料私隱設定，應該設得有多高／嚴密。
5. 家長與子女：討論／磋商好任何一方違反協議時，會有什麼後果。

我的子女 \_\_\_\_\_（就讀年級的第 \_\_\_\_\_ 班）已和我

- 一起討論本通告的資料內容
- 並對家中與校內的互聯網使用，訂立了家庭協議

家長／監護人簽署 \_\_\_\_\_

子女簽署 \_\_\_\_\_

日期： \_\_\_\_\_



# Responding to Cyberbullying: Tips for Parents

## Responding to Cyberbullying:

### Tips for Parents

**If you find out that your child is participating in victimizing someone over the Internet:**

**Take it seriously, and take action:**

- If possible, print out any communication that occurred
- Find out who else was involved
- Let the school know (in all likelihood some or all of the children involved attend your child's school)
- Give a consequence (i.e. remove online access for a period of time).
- Talk to your child and help him/her understand what is wrong with the behaviour:
  - His/her actions may have caused serious harm to another person. Ask:
  - "How would you feel if this ended up on the front page of the newspaper?"
  - "What if everyone did this?"
  - "How does doing this make you feel inside?"
  - "How do you think it makes the other person feel?"

**If your child is being victimized on the Internet**

- Support and reassure your child that they have done the right thing in telling you.
- Use the "Block", "Ignore", or "Ban" feature on Instant Messaging and email
- Print out the messages or defaming websites
- Contact the sender's Internet Service Provider
- Inform the school
- Inform the police if necessary

# Chinese

## 家長小貼士

若發現子女近日參與網上欺凌活動，您必須：

認真處理事件，立即採取行動：

- 若可能的話，把所有發生事件的信息內容列印出來
- 找出事件中牽涉的人物
- 知會校方（包括部份或所有於貴子弟學校就讀，涉嫌參與網上欺凌活動的學童）
- 作出相應行動（例如：截斷電腦上網功能一段時間）。
- 與孩子討論，讓他明白其行為有何不當之處：
  - 他的行為可能為他人帶來嚴重傷害。  
您不妨問他：
    - 「假設你的欺凌行為被刊登於報章頭版，你的感覺如何？」
    - 「假若學校每個同學都做出欺凌行為，你的感覺如何？」
    - 「欺凌同學時，你的內心有何感受？」
    - 「你認為被欺凌者有何感覺？」

若您的子女不幸在互聯網上被別人欺凌，您可以：

- 向孩子表示支持，並重申他向你傾訴這個做法是絕對正確的。
- 利用「阻隔（Block）」、「忽略（Ignore）」或「禁止（Ban）」功能，對即時短訊及電郵進行禁制
- 列印出有關信息或不良網站
- 與發送信息者使用的互聯網服務供應商聯絡
- 知會校方
- 於有需要時，聯絡警方

(Teachers may want to provide this contract to help students think about responsible Internet use)

## My Internet Safety Plan

I, \_\_\_\_\_, will adhere to this  
(Student's Name)

Safety Plan in order to have fun and be safe on the Internet.

When I email or IM I will ...

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When I am in a chatroom I will ...

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When I create a profile on a social networking site (eg. Facebook, MySpace etc) I will ...

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When I accidentally hit an inappropriate website I will:

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When I am playing online games I will ...

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When I see mean or nasty messages about somebody at school I will ...

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If somebody says mean or nasty things to me I will ...

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If somebody I don't know emails or messages me I will ...

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Date: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_