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**If you would like this information in large print, in braille or CD, please contact the office**

*Successful, happy, safe*

### **How to keep safe from cyber-bullying**

These ideas have been created by our School Council to explain how we can stay safe from cyber-bullying:

- Always ask before you send a picture or information that could be shared with other people. Remember that you don't know what will happen to any pictures or information you let people have. What you think of as a joke might be really upsetting for the other person when the whole world sees it.
- Think before you send a message about yourself or any other people involved. It doesn't take long for it to be shared with every single person you know (from your best friend to your grandmother to your worst enemy).
- Never give out personal information when it can be shared with others. You may trust your new friends, but you don't know his or her friends.
- Treat your password like your toothbrush.   
**DON'T let anyone else use it!**
- If you receive nasty messages, texts, comments etc, block the person sending them and always report it to an adult, a parent, someone at school, your service provider, or any adult you trust.
- Don't reply to a bullying message but do keep it – whether it is a picture, message or online communication. Again report this to a grown up you can trust
- For more information see [www.kidscape.org.uk/cyberbullying](http://www.kidscape.org.uk/cyberbullying)

**There can be good and bad things happen online - remember you have parents, carers, teachers and lots of other people that are working together to keep you safe. If you are worried about anything at home or at school tell someone and they will help you.**