

PARENT'S GUIDE TO CYBER SAFETY

2020
EDITION

KEY CYBER SAFETY RULES FOR YOUR FAMILY

It's important that everyone in the family understands cyber safety principles, and puts measures in place to ensure their safety. Some of the staple cyber safety rules that can be implemented in your home are:

- + Always keep all your social media profiles on private
- + Never talk to strangers and accept friend requests/follow requests from people you have never met before
- + Turn off location services on all apps that don't require them to be turned on.
- + Never post a photo or video of yourself in a school uniform
- + Never send inappropriate photos of yourself or of other people (even if it's just a joke)
- + Treat other people online with respect and care
- + Tell a parent if anyone ever bullies you, or says something to you that is not ok to say.



TOP TIP- Adopt a Digital Contract

Use a digital contract with your kids, to help set clear rules about their social media/gaming use, and to clarify expectations around boundaries and behaviour online.

PARENTAL CONTROL TOOLS

Implementing parental controls is the most pain-free and effective way of managing your child's online activity. These tools can help parents:

- + Set technology to turn off at bedtime
- + Keep kids off social media during homework time
- + Protect kids from seeing inappropriate content
- + Give you control over the apps that kids are accessing
- + Manage your child's device in and outside of the home
- + Receive information about dangerous apps to block

We recommend Family Zone as one of the best parental control tools available on the market. You can visit them on their website- familyzone.com



Instagram

Instagram is a popular photo and video sharing app that is a fan favourite for kids and teenagers ranging from 8-17 (yes, you read correctly, kids as young as 8!)

Instagram is a popular platform for cyber bullying, inappropriate photo sharing, and hosts a substantial amount of easy-to-come-across pornography.

TURNING ON PRIVACY SETTINGS

1. Log in to their profile
2. Click on Profile Tab (the round circle in the bottom right hand corner)
3. Click on the three lines in the top right hand corner
4. Click on 'Settings' (down the bottom)
5. Click on 'Privacy and Security', then 'Account Privacy' and turn 'Private Account' to on

BLOCKING MEAN COMMENTS

1. Follow steps 1-4 (as above)
2. Click on 'Comment Controls'
3. Click 'Hide Offensive Comments' to be switched on

GHOST ACCOUNTS



Kids often have more than one Instagram account. They have one they show their parents and one that they show their friends. There are two ways to find your child's Ghost accounts on Instagram.

Load the profile of the account that you are aware of, click on their followers list on their 'normal' account and look for a photo of them in the profile pictures of people who are following them. That's their second profile.

OR-

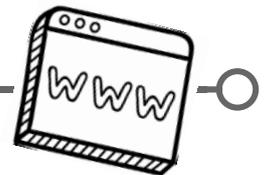
Log in to their account, access their profile, click on the three bars and click Settings. Scroll down to the section that says 'Logins' and see if there are any additional profiles there.



Facebook is less popular with kids and teenagers, as their parents now have a strong presence on this platform.

One of the major problems with Facebook is their Live Feed. People can post live videos on their Facebook pages, which can sometimes involve risque or inappropriate content. Once kids have seen this though, the damage is done.

TURNING ON PRIVACY SETTINGS (on a computer)



1. Click on Facebook settings.
2. In the left hand bar, click 'Privacy'
3. Under 'Who can see my future posts', select 'Friends'
4. Click 'Limit the audience for posts you've shared' and click 'Limit Old Posts'
5. Click on 'Timeline and Tagging'
6. Select 'Friends' for both 'Who can post on my timeline' and 'Who can see what others post on my timeline'
7. In the 'Tagging' section, select all options to 'Friends'
8. In the next section down, turn 'On' the section that says 'Review Posts You're Tagged in Before The Post Appears on Your Timeline?'
9. Click on 'Face Recognition' in the bar on the left side, and select 'No' to the question 'Do you want Facebook to be able to recognise you in photos and videos?'

TURNING ON PRIVACY SETTINGS (on a device)

When you open the Facebook app, click on the three lines in the bottom right hand corner, click 'Settings & Privacy' and select 'Settings'. Go through 'Privacy Settings', 'Face Recognition', 'Timeline and Tagging' and 'Public Posts' and select options that are the same as the instructions listed above.





SnapChat

SnapChat is a photo and video sharing app that allows users to send information that is time-limited. Kids send photos or videos that can only be accessed for a time period between 1-10 seconds after it has been opened. After that time has elapsed, the photo or video 'disappears'.

Kids can also private message and make phone calls on SnapChat. Once a message has been opened though, the message is deleted, making it impossible for parents to supervise discussions.

TURNING ON PRIVACY SETTINGS

1. When opening the app, tap left side profile picture
2. In the top right hand corner, click on the Settings button (the gear)
3. Under the 'Who Can...' section, set everything to 'My Friends'
- 4 . Click on 'See me in Quick Add' and turn off

TURNING OFF LOCATION TRACKING

SnapChat can track your location on a map (Snap Maps), that is sent out to other people on your friends list. Unless turned off, the app will provide information about your exact location, including providing an aerial photo of your house when at home. To turn this off:

1. Launch the app, and pinch the screen top open Snap Maps
2. In the top right hand corner, click on the Settings button (the gear)
3. Under the 'Who Can...' section, click on 'See My Location'
4. Turn on 'Ghost Mode'

BLOCKING STRANGERS' MAP CONTENT



Ghost Mode won't stop strangers' content appearing on the Snap Map. In order to block their potentially dangerous content, you'll need to go into the Settings app on the phone, go to SnapChat, select 'Location' and set to 'Never'.





YouTube

YouTube is a fantastic resource for kids, hosting lots of great educational videos and free entertainment. Like any user-driven platform though, YouTube hosts a large variety of pornographic, violent or inappropriate content.

TURNING ON RESTRICTED SETTINGS (IE. FILTERING)

1. On your computer/laptop, visit youtube.com
2. Click on settings round circle icon at the top right of the page.
3. Scroll down to the bottom of the page and select 'Restricted Mode' to on
4. Repeat all of these steps on every browser on each computer

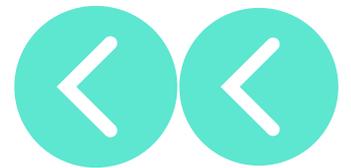
RESTRICTED SETTINGS ON DEVICES & IPHONES

1. On the YouTube app on each device/iPhone/tablet
2. In the top right hand corner, click on the circle next to the magnifying glass.
3. Click 'Settings'
4. Click 'Restricted Mode' to on

The average teenager will spend

40 MINUTES

watching YouTube videos in one session



TOP TIP: Stopping online trolls



Before your child posts a video, make sure that comments on their video are disabled. This will stop people from 'trolling' or writing nasty comments on their posts.





Tik Tok is a music video and social networking platform that allows users to create 15 second videos with a choice of background music. Users can watch the musical clips on the app or shoot short clips of themselves and edit with special effects.

TikTok requires that users be at least 13 years old to use the app and that anyone under the age of 18 must have approval of a parent or guardian -- but there are plenty of young tween users.

TURNING ON PRIVACY SETTINGS

1. In the app, click on the head & shoulders icon (bottom right hand corner)
2. In the top right hand corner, click the settings button ("..." icon)
3. Click on 'Privacy and Safety'
4. Turn on 'Private Account' and turn off 'Allow Others to Find Me'
5. Turn all additional 'Who Can...' settings to 'Friends'
6. Click on 'Filter Comments' and turn to on
7. Click on 'Allow Download' and select to 'Off'
8. Go back to the 'Privacy and Settings' menu and select 'Digital Wellbeing'
9. Turn 'Restricted Mode' to on. You can also turn on a screen time limit here if you wish.

ONGOING SUPERVISION



If you're going to allow your child to use this app, ongoing supervision is vital (much like on most apps!). This app has been known for online predators. If your child is posting videos to their profiles, check these regularly, and delete any that are not appropriate or safe. Turning off chat can be helpful too. Finally, remember that where there are adults, there is adult content.





WhatsApp Messenger is a cross-platform mobile messaging app which allows you to exchange messages and make phone calls without having to pay for SMS. Users can also create groups, send each other images, video and audio media messages.

WhatsApp is accessible both on your phone and your computer. WhatsApp Web is a computer-based extension of the WhatsApp account on your phone. The messages you send and receive are synced between your phone and your computer, and you can see all messages on both devices. Any action you take on the phone will apply to WhatsApp Web and vice versa.

TURNING ON PRIVACY SETTINGS

You can set your last seen, profile photo and/or status to the following options:

Everyone: Your last seen, profile photo and/or status will be available to all WhatsApp users.

My Contacts: Your last seen, profile photo and/or status will be available to your contacts from your address book only.

Nobody: Your last seen, profile photo and/or status will not be available to anyone.

WhatsApp has a Live Location feature allows you to share your real-time location for a specific amount of time with either the participants of a group chat or with just one contact via an individual chat. Ensure this feature is disabled, by turning off your Location and removing location permissions in your phone's settings.

TOP TIP- What goes online, stays online

*Regardless of the fact WhatsApp has encrypted messaging, there is always the ability for people to screenshot messages. Ongoing supervision and review of messages on this app remains vital. Where children feel they are safe to post anything they want without repercussions, this can create issues. Reiterate that everything posted to the internet is accessible.



Google

Google is arguably one of the greatest assets that has come out of the Digital Age. However, despite hosting an infinite amount of valuable information, there is a nasty side to Googling. Many children and teenagers are exposed to inappropriate or harmful content based on what we would otherwise think of as 'innocuous search terms'. Maybe your child has an affinity for cats. In order to protect them from the possible outcomes of searching for 'pussy', you need to set up Google Safe Searches on each of their devices and browsers.

TURNING ON SAFE SEARCHES (on Google Chrome)

1. Search for something generic on the computer/laptop (the search doesn't matter, you just want the search page to come up)
2. Under the toolbar, click the 'Settings' button
3. Click on 'Turn on SafeSearch'



TURNING ON SAFE SEARCHES (Google Chrome App)

1. Open Google app on iPhone/iPad/device
2. In the bottom right hand corner, click on the three dots (...)
3. Click on 'Settings' and select 'General'
4. Click on 'Search Settings' and select 'Filter explicit results'

TURNING ON SAFE SEARCHES (Safari App)

1. Open Safari on iPad/iPhone/device and go to Google.com
2. Scroll down to the bottom of the page and click Settings
3. Click 'Search Settings'
4. Click 'Filter Explicit Results'





Fortnite

Fortnite Battle Royale is a popular, free version of the original Fortnite game. It is a 'battle royale'-style third-person shooter game in which up to 100 players compete online through player vs player (PVP) combat to be the last person standing.

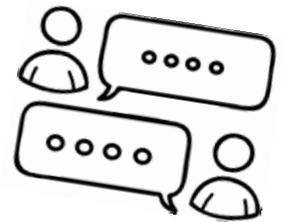
In the game, players are dropped onto an island alone, or in a team of up to four players; players can choose the members of their team or be assigned random teammates. The object is to then explore the island, collecting weapons, building fortifications and engaging in combat with other players. Each game lasts approximately 20 minutes, with action intensifying as the eye of a deadly storm shrinks over the island, forcing players into an increasingly smaller playing area.

Fortnite Battle Royale is available as an app on iOS devices and will soon be available on Android devices. It's also available on macOS and Windows, as well as PlayStation 4 and Xbox One.

PROTECTING YOUR INFORMATION

To sign up, you only need to provide a username and email address. As Fortnite: Battle Royale is an online multiplayer game, players may interact with a number of different players who are picked at random, through live and mostly unmonitored chat. While the voice chat is set to on by default, it can be turned off through the settings menu:

1. Select the three bars at the top right of the main page
2. Click the cog icon, then select the Audio tab
3. Adjust the voice chat so that it is turned off



NOTE: Voice chat will turn back on by default at the start of each new game, so this will need to be modified through settings every time a new game starts.

TO REPORT CYBER BULLYING

<http://fortnitehelp.epicgames.com/customer/en/portal/articles/2843190-how-do-i-report-bad-player-behavior->



Screen Time

Screen time is a major concern for most parents in today's day and age. It can be a minefield balancing the needs of children's connected lives but avoiding the dreaded tech tantrums that come with device removal. If you've ever encountered this situation, you are not alone!

Research shows that 70% of Australian parents have dealt with tantrums and fights after a device has been removed, and 62% report ongoing conflict in the household because of this.

So how much is too much?

The bad news: there is no definitive answer. The good news: there is no definitive answer! The leading authority on screen time is the American Academy of Paediatrics, however, the World Health Organisation has also now weighed in on the debate. Both now define screen time as "time spent viewing 'entertainment' on an electronic device". The important thing adage to this definition is that this time EXCLUDES time spent on screen-based educational activities such as homework or apps that promote learning. This means that some screen time is positive, and some can be negative. Not all screen time is created equal.

It is now more important to critically think about the passive vs interactive nature of what our children are doing online, rather than just counting the minutes or hours. Passive activity means information flow directed one way, and interactive activity is where information is more like a conversation, with 2 or more parties contributing.

3 great questions to ask yourself if you are assessing your child's screen time are:

- 1. Does the screen time activity require creativity?***
- 2. Does the screen time activity invite exploration?***
- 3. Is the screen time activity engaging?***

If the answer is YES, then these are positive answers, if managed with limitations.

Passive viewing can also be ok for children (hey, who doesn't need some downtime in front of the TV or Youtube "zoning out?"), but it is important to know that mindlessly staring into a screen is not as restorative as sleeping, or spending time outside in the sun.

As we discussed in the session, the key is Balance. Screen time is not bad. Too much can be! With lengthy periods in front of screens, our bodies absorb more melatonin-suppressing blue light, causing sleep issues, and sedentary behaviour that affects our overall wellbeing.

Lengthy times in front of screens also creates more opportunity for our kids to come across inappropriate content, or possibly get chatting to someone they shouldn't. Therefore, the biggest factor of all is being involved in their online lives and looking for warning signs that they may need some intervention.

Screen Time

As parents, the bottom line is that we limit the time spent in front of the screen, and enforce those boundaries in a meaningful way. We need to discriminate between meaningless zone-out material and prioritise education, interactive and engaging activities.

***HOT TIP!** Using technology with your children is also a great way to understand what they are doing, and who says you can't enjoy it too! Co-viewing can really ramp up the benefits (and reduce the negative effects) of any type of screen time.*

Regardless of quality, it's important to remember that issues occur when media use displaces, rather than enhances real life. Physical activity, adequate sleep, social interaction, hands-on outdoor experiences and face-to-face interaction need to be the primary activities undertaken by your children. Balanced with moderate screen time, these activities enhance life, rather than detract from it.

IF YOU HAVE CONCERNS:

1. **OBSERVE** approximately how much leisure screen time your child currently has per day (refrain from making drastic reductions in one hit... it will likely result in mutiny).

2. **CONSIDER** is your child exhibiting the signs below and if so, do you feel that their screen-time is contributing to the issue(s)?

- Less interest in social activities like meeting friends or playing sport
- Not doing so well at school
- Tiredness, sleep disturbance, headaches, eye strain
- Changes in eating patterns
- Obsession with particular websites or games
- Extreme anger when being asked to take a break from online activity
- Appearing anxious or irritable when away from the computer
- Becoming withdrawn from friends and family

3. **IDENTIFY** a need for change. If you answered no to the above, then your child's existing screen time habits may not require change. If however, you believe that your child's existing screen-time habits may be problematic, you may consider implementing the following steps.

4. **ASK QUESTIONS AND LISTEN.** Explain your concerns and ask for your child's feedback. See if you can come to an agreement on how to manage your concerns whilst ensuring your child is able to participate in the online activities that are important to them.

5. Make **GRADUAL CHANGES** to their screen-time using a routine.



STEP-BY-STEP

SETTING UP YOUR CYBER SAFE HOME

STEP 1.

Setup your child's devices with restrictions and settings

At the most basic level, set up filtering systems on your child's devices. On an IOS device (Apple), go to Settings>General>Restrictions

+ These are basic functions, but better than nothing!

Use parental control tools to block apps, inappropriate content, set up times schedules, control devices remotely, and monitor child's use. For this, we recommend using Family Zone.

+ Visit familyzone.com for more information

STEP 2.

Discuss and sign a digital agreement

Use this moment to go over your expectations about their use, your rules and what happens when they break the rules

This is your time to assert that you're the parent. You are going to supervise and check in when you feel it is necessary. The overarching focus here is their safety, and you should remain unapologetic about protecting them from possible harm.

STEP 3.

Setup your child's accounts

Jointly create passwords

Reiterate your expectations of their online behaviour, the rules around use and your stance of supervising them

Ensure privacy settings are at the maximum level and turn off geolocation services on their devices (for apps that don't require it, apps like Pokemon Go need this function turned on).



STEP-BY-STEP

SETTING UP YOUR CYBER SAFE HOME

STEP 4.

Make a technology-use schedule and set a technology free area in your home

In the schedule, include social activities, time online, family times, bedtime, etc. Kids work best when they have structured boundaries to help guide their expectations. This is a key factor in effective behaviour management.

Designate an area in the home that is 'technology free', like the dinner table or living room. Keep in mind, this rule has to apply to parents too!

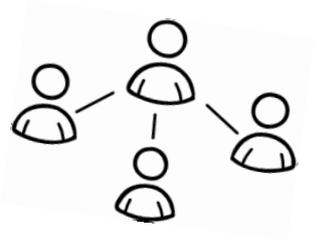
STEP 5.

Supervise & participate

Check your child's social media sites regularly.

Try not to use device restriction as form of behaviour management. This can inflate the importance of screen activities and heighten a child's attraction to it.

Make cyber safety a regular talking point in your home.



CYBER SAFETY CONVERSATION STARTERS

How do you know who is seeing the information that your posting online?

What are three positive and three negative points about using social media?

How would you like people to treat you when you're online? How do you think you should treat others online?

When you post something online, where does it go? How long does it stay online for? How might it impact you later on?

Get a piece of paper and draw two columns. In each column, write down what kind of personal information is and isn't ok to post online.

Why is it important for everyone to have their social media profiles set to private? What are privacy settings and what do they do?

USEFUL

WEBSITES

INSTAGRAM FAMILY HELP CENTRE

<https://help.instagram.com/>

SNAPCHAT FAMILY HELP CENTRE

<https://storage.googleapis.com/snapchat-web/safety/parents-guide-en.pdf>

FACEBOOK FAMILY HELP CENTRE

<https://www.facebook.com/safety/parents>

YOUTUBE FAMILY HELP CENTRE

<https://support.google.com/youtube/answer/2802272?hl=en-GB>

RESOURCES ABOUT APPS, GAMES AND OTHER DIGITAL PARENTING TIPS

www.esafety.gov.au/esafety-information/games-apps-and-social-networking

REVIEWS AND AGE RECOMMENDATIONS FOR GAMES

<https://www.common sense media.org/reviews/category/game>

PARENTAL CONTROL TOOLS

<https://www.familyzone.com/>

FAMILY CONTROL TOOLS FOR PLAYSTATIONS

<https://www.playstation.com/en-au/get-help/help-library/my-account/parental-controls/age-ratings-and-parental-controls/>

FAMILY CONTROL TOOLS FOR XBOX

<http://support.xbox.com/en-AU/xbox-360/security/xbox-live-parental-control>

TALK TO US

T: 0422486396

E: information@ysafe.com.au

W: www.ysafe.com.au

F: facebook.com/ysafesolutions

