Online safety agreement

The internet is a very important part of our lives today and setting up an agreement can help ensure that everyone within your organisation/ group are safe when navigating the online world. It gives you the opportunity to discuss together how to behave in a positive way and what to do when things go wrong. Bear in mind it is difficult to have complete control over anyone's internet usage, however an online safety agreement is a great way to set clear expectations for positive and safe internet use.

Please note this agreement is to support your organisation in working to keep young people safe online and should never be used in place of a safeguarding policy or acceptable use policy.

Top tips

1 Try to focus on promoting positive behaviour and the choices we can make online which will have a positive impact on others

2 Set clear boundaries about what may be unsafe or inappropriate online and include situation promises which may change based on the device, person or app

3 Include all members of your organisation or group and make sure everyone is happy with the agreement

4 Review your agreement in the future if your group changes or their needs change

Starting questions

Who is this agreement for?

What do we use the internet for?

Why are we creating this online safety agreement?

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We **agree** to...

Eg, we will only go online during the agreed times

Who is responsible for this?
Eg, Everyone in blue team

Final thoughts

How long will our agreement last for?

Who do we talk to if we are worried about something or someone online?

What happens if someone doesn't follow the agreement?

Eg, revisit the agreement and discuss how it was broken and what changes can be made for the future

Signatures

Date:

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Things to **consider...**

Devices

- Which devices are we allowed to use and when?
- Are we allowed to use our own personal devices?
- Are there any areas of the internet which we are not to use, eg games or social networks
- How long can we spend online or on a device?
- What do we do if a notification appears on a device? Eg not clicking 'accept' before checking with an adult
- When is it okay to download files, games or apps?

Keeping safe

- What information is ok for us to share online? Eg reinforcing not to share a clubs location online or names of other players
- Who will we talk to if we feel uncomfortable about anything we have seen or heard online or on a device?
- Which websites are okay for us to use?
- Should we open links from people we don't know?

Social networking

- Does everyone know the age requirements to be on social networks?
- Who can I post images and videos of online?
- Do I know why it is important to be private and how to set this up?
- What information is ok to share about our organisation/ group? Eg name, location, names of members etc
- Do we use online groups for our organisation and are there any rules we should follow?

Positive online behaviour

- How can I be a good friend on the internet?
- What will I do if I receive frightening or bullying messages?
- Do I know where the report and block buttons are online?

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Suggested ideas for an agreement in youth groups and clubs

We agree to...

We agree to...	Who is responsible for this?
Only to use the clubs iPads during the allocated time	Young people
We will help you to find the game/ website/ app you would like to use	Group leaders

Suggested ideas for an agreement in residential settings, eg boarding houses

We agree to...

We agree to...	Who is responsible for this?
Only use our devices from 5-7pm	Young people
Help you set up privacy settings and find report/ block buttons	Adults

Suggested ideas for professionals supporting vulnerable young people, eg foster carers

We agree to...

We agree to...	Who is responsible for this?
Tell you if someone new contacts us online	Young people
Set up parental controls and review them regularly	Foster carers

Suggested ideas for other educational settings, eg libraries

We agree to...

We agree to...	Who is responsible for this?
Only use computers for research	Young people
Set up and review filtering controls	Librarian