This leaflet was made easy to understand by **Leicestershire Valuing People Team, Adult Learning Service and Anti-Bullying Team** using Change picture banks.

**Helpful numbers and websites**

- www.thinkuknow.co.uk
- www.mencap.org.uk
- www.beyondbullying.com
- Ring Leicestershire Police on 101

---

**Remember** to use your privacy settings. Always log off when you have finished using social networking sites.

**Fraped** is when you do not log off your social network site. Other people can go and change your personal information. These changes could be rude and nasty.

**Keep safe:** on your computer and mobile phone

There are lots of social network sites. You will have a profile page which is a place
- with information about you.
- to leave messages.
- to put photos and videos.
- to talk to people who are on the website at the same time as you. This is called instant messaging or IM.

You will need your own user name and password to log on to these websites. The information in this leaflet can help you keep safe.

Some people may need support so that they understand this leaflet. Also look at **Keep safe: what the words mean** leaflet.
Be careful what you type when on a social networking site. Your words can be seen by lots of people, not just your online friends.

Think about any photo or video that you upload onto your profile. You do not know who will be looking at your photo. Some people may use your photo without asking you.

Remember your password. Never tell anyone your password, not even your best friends. If you need help to remember it, write it down and put it somewhere safe.

Privacy settings make sure that only people you choose as friends can see your information. You may need help to set your privacy settings.

Never type the address of where you live. It would be ok to say the area that you live in, like Leicester.

Make sure that no one can see your phone numbers. You can do this by changing your privacy settings.

Be careful when talking to people using the computer or mobile phone. It can be fun but remember they may not be who they say they are.

Remember, if you plan to meet someone you have never met before,

- meet them in a place where lots of people are around, like a café, pub or shopping centre.
- let a friend know where you are going. Let them know when you are back home safely.