

SafetyNet
Tips and contacts to keep you safe online



Keeping safe on the internet



www.fifedirect.org.uk/internetsafety



The internet is part of everyday life.

Many people are not confident about using the internet.

It is important to know how to keep yourself safe



This guide provides some information on how to stay safe.



Do not believe everything you see or read on the internet.

Stay in control of your information.



The internet is constantly changing.

For the most up-to-date information and advice visit: **www.fifedirect.org.uk/internetsafety**

www.safernet.org.uk.

This gives advice on staying safe online, for people with learning disabilities, and the people who support them.

What if things go wrong?



Speak to an adult you trust if anything makes you feel scared or uncomfortable.

It can be difficult to ask for help or talk about any abuse.



Do not be embarrassed to come forward.

You could stop harm happening to other people.



If anyone's behaviour online makes you feel in immediate danger, contact the police straight away by phoning **999**.

If it is not an emergency you can call:

Police non-emergency reporting number
101

Adult Protection Phone Line
01383 602200



Hate Crime Reporting Number:
03451 55 00 22



Deaf people should use the Police SMS service if it is an emergency.

If it is not an emergency use the Fife Council SMS service: 07781 480 185



Don't catch a virus!



Never tell anyone your passwords.

Keep your password reminders in a secret place.

Choose a password that you can remember easily.



Make sure your computer has anti-virus and anti-spyware installed on it.

This will help to protect you and your information.



Delete emails from anyone you do not know.



If you use the internet in a public place like the library, make sure you sign out of your email account before you leave.



Visit www.cyberstreetwise.com which includes information on how to keep your computer or smartphone safe.

Staying safe on the move



Mobiles can be easily lost or stolen.

Put a password or security pattern on your mobile, to lock it, so it can't be used by anyone else.



Never store personal details on your mobile or emails.

If you give your phone away make sure that you do a factory reset to clear all of your information This will be in your phone 'Settings'.



If your phone goes missing, report it right away and get help to change the password for your online accounts.

NEVER disclose your details or your pin number

NEVER send or exchange sexual images or bank details.

Sharing information



If you share information it is called a 'POST'.

Think before you post.

Do not upload videos of yourself onto sites like YouTube unless you are happy for anyone to see it.



Do not take and share any images of yourself or others. Once they are online, you have no control.

Beware of fake celebrity or sport profiles. Check official webpages for contact details.



Scams

Never send details of your bank account or your password or pin number.

No bank or building society will ever ask you to do this.

Never send money as a 'fee' to claim a prize.

Never transfer money to anyone pretending to be a 'friend' who has had their money stolen whilst on holiday.

Never let anyone have 'remote access' to your computer so that they can 'fix' it, unless you have arranged this.



To report a scam

Call **Action Fraud** on 0300 123 2040

Report online at: www.actionfraud.police.uk

Call **Crimestoppers** on 0800 555 111

Visit

www.met.police.uk/docs/little_book_scam.pdf
to access The Little Book of Big Scams – a guide to many of the scams currently operating in the UK.





A fine romance

Online dating can be a great way to make connections with new people.

However 'romance scams' are common, with victims losing money to conmen and women who try to win your affections before asking you for money.

Think about who you may be talking to online.

Some people lie about who they are.

You never really know who you are talking to.



Never give someone your bank details or send anyone money.



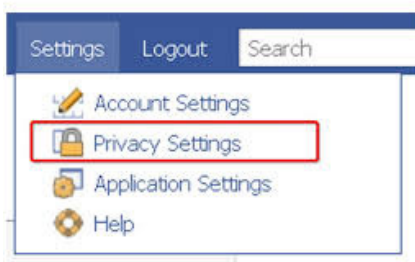
Think carefully about meeting anyone you have talked to online.

Any meeting should be in a public place.



Tell someone where you are going.

Arrange for them to phone you at a certain time, to make sure that you are ok.



If you only want people you know to see information about you – set your profile to 'private'. If your profile is 'public' anyone can see it, including strangers.

Social Networking



Do not post personal information such as your address, email or telephone number.

Think about your online information.

It lets people know about you.

Most social networking sites have simple settings that give you control of who sees what.



[www.getsafeonline.org/ social-networking/](http://www.getsafeonline.org/social-networking/) provides information on managing the risk of social networking.

Visit the Facebook Help Centre at

www.facebook.com/help

or contact the Safer Internet helpline on: 0844 381 4772 or at:

www.saferinternet.org



It's good to talk

Chatting with people online can be a great way to make new friends and talk with others who have the same interests.

Access to chat rooms is easy.

Remember that anyone can pretend to be someone they are not.

People on your contact list will always know when you are online.

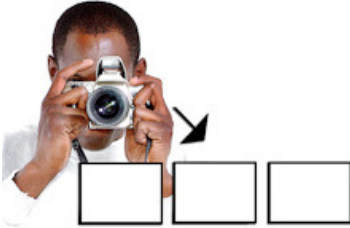
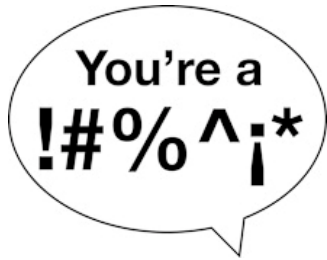
Check your privacy.

Check if you are in a group chat room, or messaging just one person.

You can click on 'ignore' or 'block' if you do not want to talk to people you do not know.



Don't be bullied



This can include:

- posting abusive or threatening comments
- taking your pictures, changing them and putting them back online
- threatening you

What to do:

Do not reply.

Block them, and report them.

Save and print out any bullying messages, posts, pictures or videos you receive.



Keep any details you have about the person who sent them.

Go to page 2 of this booklet for details of who to report to.



www.bullying.co.uk - advice on staying safe online and a free helpline open 24 hours a day: 0808 800 2222.

www.arcuk.org.uk/safetynet - resources about 'mate crime'. People may befriend you and use the relationship to abuse you.

Be careful where you click



Do not open links to any sites you do not know. Only allow automatic updates for apps that you really trust.

Be very careful when clicking on free apps. Some so-called 'free services' may cost you money.

Shopping and banking



Look out for websites which deliberately misspell their name and make it similar to well-known ones, such as www.amazone.co.uk



If the site you are buying from is safe, then the address should start with https: The S means that it is safe and secure.



A padlock symbol should appear next to the web address when you try to login or register.

Use a secure payment site such as PayPal, or pay by credit card. Never send anyone your bank details in an email.



Keep a record of any online purchase.

For further information visit:

www.adviceguide.org.uk/scotland

www.fifedirect.org.uk/e-crime

www.banksafeonline.org.uk



or call the **Citizens Advice consumer helpline** on 08454 04 05 06.

Easy Money



It is easy to spend more than you can afford or, leaving you with debt.

Online or payday loans get you money very quickly, but have high interest rates that are hard to pay back.



Get money advice from:

Citizens Rights Fife on 03451 400 094

or visit: www.carfweb.org/

Need some help?



The internet can be a great way to access self-help information.

However there are websites that encourage you to do things that may be harmful.

Don't be influenced by other people's behaviour online.



Don't feel pressured.

You don't **HAVE** to do anything.

If you need help or support contact:

Samaritans 08457 90 90 90

Breathing Space 0800 83 85 87

Adult Protection Phone Line 01383 602200



For more information about staying safe on the internet visit:

www.getsafeonline.org

www.financialfraudaction.org.uk

www.ico.gov.uk

www.iwf.org.uk



Alternative Formats

This information can be made available in large print, braille, audio CD and tape on request by calling 03451 55 55 00



British Sign Language

please text (SMS) 07781 480 185



BT Text Direct

18001 01592 55 11 91

Language lines

خط هاتف اللغة العربية: 03451 55 55 77

বাংলায় আলাপ করার জন্য টেলিফোন লাইন: 03451 55 55 99

中文語言熱線電話: 03451 55 55 88

Polskojęzyczna linia telefoniczna: 03451 55 55 44

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Thanks to People First (Fife)



Fife Adult Protection
www.fifedirect.org.uk/adultprotection

www.fifedirect.org.uk/internetsafety