

## CYBER SAFETY FOR TEACHERS

- Always remember to “log off” of a school computer so that no one else accesses that computer under your user name and password
- Internet connected computers should always be located in a visible, open area of the classroom
- If possible, computer monitors should be visible to the teacher
- As you monitor students’ Internet usage, always look to see if students have “minimized” anything at the bottom of the screen
- Do not let students use the computer under your password or another students’ password
- Continually reinforce to students that they are never give anyone their school computer password—it is against the Acceptable Use Policy
- Be vigilant that students are not using proxy servers
- If you find an inappropriate site, please e-mail the link to [yestevez@wnyschools.net](mailto:yestevez@wnyschools.net) and [wwhite@wnyschools.net](mailto:wwhite@wnyschools.net)
- Substitute teachers do not have computer access because they have not signed the District’s Acceptable Use Policy
- Remember to “Google” yourself
- If you becomes a victim of cyber harassment--
  1. Keep everything and make records of dates, times, and messages
  2. Report this to local police

The following Web sites are helpful for teachers and children to promote Cyber Safety:

- <http://www.wiredsafety.org>
- <http://www.bullyonline.org>
- <http://www.netbullies.com>
- <http://www.isafe.org/>
- <http://www.kids.getnetwise.org>
- <http://www.cyberbuylling.us>
- <http://www.protectkids.com>
- <http://www.powertolearn.com>

## CELL PHONE SAFETY

- Do not post your cell phone number online; cell phone numbers should only be given to relatives or close friends
- Do not respond to text messages from someone you do not know
- Never let a stranger or someone you don’t know well use your cell phone
- Reminder—it is against school policy for students to use cell phones during the school day.

**Reminder: once a picture is posted on the Internet—it is there forever.**