Dear Parent/Carer,

I hope you are your family are well in these difficult times. By now your child will have been completing their college work online and keeping in regular touch with their teachers. Your child's progress tutor would have contacted them by either a phone call, text message or email. As most of the learning will take place online I am writing to update you on ways you can continue to support your child and help to ensure they remain safe online.

- **Set clear expectations** - clear family rules can help your child have a positive start and get the most out of being online. You can set a time limit on how long they can remain online and the times such as not being online late at night. Set up a family email address that your children can use when signing up to new games and websites.

- **Parental controls** - many digital devices, services and content providers offer a range of parental controls. You can choose the type of content and options that are suitable for your child.

- **Strong passwords** - encourage your child to use nicknames (where possible) instead of their full name online, to protect their personal information, and create strong passwords for every account.

- **'Strangers on the internet'** - teach them to stay away from strangers on the internet whether it's an email from an unknown source, a suspicious link, or a friend request they don't recognise. If they're unsure encourage them to speak to you.

- **Social media -** Stay in the know about all of your child's social network profiles, and have them add you as a friend. This can be more than a safety precaution—it can also be a fun way to stay connected to your child. Encourage them to 'Think before they post' on social media as content posted privately online can be publicly shared by others, and may remain online forever.

- **Understand the law** - some online behaviour may break the law, for example when downloading or sharing content with others.

There is more information on our website **www.jcc.ac.uk** under the 'parents and carers' section. Click on the link 'staying safe online' which will take you to a website that will provide you with many resources to help your child stay safe online. This website is available in many different languages.

Please do ensure you keep up to date with the latest advice from the Government regarding the coronavirus outbreak on how to keep yourself and your family safe.

Kind regards,

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Director of Studies for Student Development