

Top Tips for hosting an

# Online Safety Evening

for parents and carers



## Research and analysis

Ensure you have a good understanding of your key stakeholders' existing skills and knowledge when it comes to online safety. Use the 2Simple Computing Leader's Toolkit for appropriate surveys to get an informed picture.

## Prioritising

Identify key areas of online safety which need prioritising. This might be around issues that have arisen in your school or been reported locally by police and other services. You will need to get these across to parents and carers as priority.

## Time and date of event

Think carefully about this and your 'mix' of parents and carers. Would a morning, afternoon or evening suit the majority? Perhaps consider running several sessions on separate dates and times to enable all to attend.

## Communicating event

Reach all your parents and carers via your school's digital channels, print and large displays. Ensure plenty of notice is given with timely reminders nearing the event. Make specific contact with parents and carers who have been reluctant to attend previous events.

## Outside help

Utilise local secondary school teachers to share the issues their pupils may have encountered and the need for early intervention. Ask your tech support service to provide impartial advice to parents and carers or even a small workshop.

## Enticing

Try to get parents and carers that are less likely to attend onboard. Consider providing an incentive for attendance and even combining it with open evenings, celebration assemblies or fetes. If it is during the day, you could arrange for classes to be learning about online safety, or computing generally, at that time and do a school tour.

## Format

Nobody enjoys watching somebody read a presentation from a screen. Consider having physical workstations, stands and open question and answer sessions combined with information. Contextualise information by using hard hitting facts that relate to anonymous pupils in the school and surrounding area.

## Record-keeping

Keep a record of all parents and carers who attend. Use this to help you identify any correlations with pupil type e.g. Whether vulnerable pupils' parents had a significantly lower attendance?

## Follow up

Follow up with parents and carers who attended, to let them know it was appreciated, this will hopefully encourage them to attend further sessions. Follow up with all parents and carers that didn't attend. Consider the actions you could put in place to improve attendance next time.