E-Safety and Acceptable Use Policy

Beyond Limits Learning & Wellbeing
 Policy Owner: Simon Agius
 Review Date: 31/08/2026

1. Purpose

To keep young people safe when using technology during sessions and to support responsible use of digital devices.

2. Our Commitment

We take online safety seriously and ensure that young people, staff, and families understand how to stay safe online.
 All staff are trained in e-safety and safeguarding.

3. How We Keep Young People Safe Online

• All internet access at our venues is supervised.
 • Tutors check the suitability of websites and apps before use.
 • Devices provided by Beyond Limits include filtering or restricted-use settings.
 • Young people are taught how to navigate the online world safely and respectfully.

4. Expectations for Young People

During sessions, learners are expected to:
 • Only access websites, apps, or games agreed with their tutor.
 • Use devices respectfully and safely.
 • Never share personal information such as address, phone number, or passwords.
 • Report anything online that worries them.

5. Expectations for Staff

Staff must:
 • Supervise all online activity during sessions.
 • Use devices only for educational or therapeutic purposes.
 • Record any e-safety concerns and share with the DSL immediately.
 • Model good digital behaviour.

6. Social Media

• Learners must not access personal social media accounts during sessions.
 • Staff are strictly prohibited from communicating with learners via personal social media.
 • Parents and carers are asked to support healthy boundaries at home.

7. Cyberbullying

We have zero tolerance for cyberbullying.
 All cases will be managed through the safeguarding policy and behaviour expectations.

8. Reporting Concerns

Learners are encouraged to speak to a trusted adult if:
 • Something online frightens them
 • They see inappropriate content
 • Someone contacts them in a way that feels unsafe

Staff must report concerns to the DSL on the same day.

9. Devices and Personal Phones

• Tutoring devices are used for learning only.
 • Learners may bring phones but should not use them during sessions unless part of a planned activity.
 • Tutors may ask learners to put phones away if they become a distraction or present a risk.

10. Policy Review

This policy is reviewed annually and updated in line with national guidance.

Approved By

Simon Agius

Director

01/09/2025