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*The policy will be reviewed on an annual basis unless circumstances arise requiring the policy to be reviewed earlier.*

*Planned review: February 2026*

## **E-Safety and Acceptable Use Policy for Alternative Provision**

### **Purpose:**

This policy outlines expectations for the safe and responsible use of technology, ensuring a secure learning environment for all students at [School Name].

### **Key Points:**

**1. Phone Use:**

All students' mobile phones will be securely locked away for the duration of each session to prevent misuse and ensure focus on learning.

**2. Acceptable Use of Technology:**

1. Students must use technology, including school devices, in a respectful and responsible manner.
2. Online activity should be appropriate, and students should avoid accessing inappropriate content.
3. Cyberbullying, harassment, and any form of abusive online behavior will not be tolerated.

**3. Internet Access:**

1. Internet access provided by the school is for educational purposes only.
2. Access to social media, gaming, or non-educational websites is prohibited during school hours.

**4. Monitoring:**

All use of school devices and internet access will be monitored to ensure compliance with this policy.

**5. Reporting Concerns:**

Students should report any inappropriate online behavior or e-safety concerns to a member of staff immediately.

**6. Consequences of Misuse:**

Any breach of this policy will result in disciplinary action, which may include restricted access to technology or other sanctions.

### **Conclusion:**

The safety and well-being of students are a priority. By adhering to this policy, students help maintain a secure and productive learning environment.

## **E-Safety and Acceptable Use Policy for Limitless Training Club Alternative Provision**

### **Purpose:**

This policy outlines expectations for the safe and responsible use of technology by both students and staff, ensuring a secure and respectful learning environment at LTC.

### **Key Points:**

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**1. Phone Use (Students):**

1. All students' mobile phones will be securely locked away for the duration of each session to prevent misuse and ensure focus on learning.

**2. Acceptable Use of Technology (Students):**

1. Students must use technology, including LTC devices, in a respectful and responsible manner. This will be kept to a minimum as sessions are practical.
2. Online activity should be appropriate, and students should avoid accessing inappropriate content.
3. Cyberbullying, harassment, or any form of abusive online behaviour will not be tolerated and any incidences will be dealt with in-line with LTC's behaviour policy.

**3. Acceptable Use of Staff Devices:**

1. Staff must use and their personal devices for work-related purposes only during AP hours.
2. Staff are prohibited from sharing images or personal information about students on social media platforms without explicit consent from parents.
3. Staff will not communicate directly with students via any device.

**4. Internet Access:**

1. Internet access provided by LTC is for educational purposes only.
2. Access to social media, gaming, or non-educational websites is prohibited during AP hours for both students and staff.

**5. Reporting Concerns:**

1. Students and staff should report any inappropriate online behavior or e-safety concerns to a member of staff immediately.

**6. Consequences of Misuse:**

1. Any breach of this policy by students or staff will result in disciplinary action, which may include restricted access to technology or other appropriate sanctions.

**Conclusion:**

The safety and well-being of both students and staff are a priority. By adhering to this policy, we ensure a secure and productive learning environment where technology is used responsibly and appropriately.



**Signed:**

**Company Director: Dwayne Paul**