

## The Purpose and Scope of this Policy Statement

The purpose of this policy statement is:

- To protect children and young people who receive Tutors Green's services from harm. This includes the children of adults who use our services .
- To provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Tutors Green, including all staff, volunteers, sessional workers, tutors, and students.

## Legal Framework

We will ensure all policies and procedures in respect of safeguarding children are up to date and in line with Keeping Children Safe in Education 2023, and with guidance from the NSPCC.

## Disclosure and Barring Checks

Tutors Green meets statutory requirements in relation to Disclosure & Barring Service – all staff and volunteers who work with Tutors Green are required to undergo an enhanced DBS check prior to employment.

## Training

All eligible staff and volunteers are required to undertake relevant safeguarding training, and this is regularly reviewed by each lead in Tutors Green to ensure it is up to date. A training database for all staff and volunteers is maintained.

## Supporting Documents

This policy statement should be read alongside our organisational policies, procedures, guidance, and other related documents:

- Child Protection Policy and Procedures.
- Online Tuition Policy.
- Quality Assurance Policy and Procedures.

- Safer Recruitment Policy and Procedures.
- Tutors Green Induction Manual (2023).
- Unsuitable Candidates Policy.

We Believe that:

- Children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We Recognise that:

- The welfare of children is paramount in all the work we do and in all the decisions we take.
- Working in partnership with children, young people, their parents, carers, and other agencies is essential in promoting young people's welfare.
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

We Will Work to Keep Children and Young People Safe by:

- Valuing, listening to and respecting them.
- Appointing a Designated Safeguarding Lead, along with a Deputy, for the safeguarding of children and young people.
- Adopting child protection and safeguarding best practice through our policies, procedures, and code of conduct for staff and volunteers.
- Developing and implementing an effective online safety policy and related procedures.
- Providing effective management for staff and volunteers through supervision, support, training, and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures, and behaviour codes confidently and competently.
- Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made.

- Recording, storing, and using information professionally and securely, in line with data protection legislation and guidance.
- Sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and one-to-one discussions.
- Making sure that children, young people, and their families know where to go for help if they have a concern.
- Using our Safeguarding and Child Protection Policies and Procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families, and carers appropriately.
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise.
- Ensuring that we have effective complaints and whistleblowing measures in place.
- Ensuring that we provide a safe physical environment for our children, young people, staff, and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
- Building a safeguarding culture where staff and volunteers, children, young people, and their families, treat each other with respect and are comfortable about sharing concerns.

Contact details Designated Safeguarding Lead

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Deputy Designated Safeguarding Lead

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This policy was last reviewed on: November 8<sup>th</sup> 2023

Signed by: Mathew Briars (Signature: MB)

Date: 08/11/23