

Primary Tutoring with Mrs H Safeguarding Policy



1. Purpose of this Policy

The purpose of this policy is to keep children safe while they attend tutoring sessions. Safeguarding means protecting children from harm, abuse, neglect, or unsafe situations and making sure their wellbeing always comes first.

2. Designated Safeguarding Lead

The Designated Safeguarding Lead (DSL) is:

Name: Julie Hadfield

Julie Hadfield is responsible for overseeing safeguarding matters and acting as the main point of contact for any concerns.

If a safeguarding issue cannot be addressed with the Designated Safeguarding Lead directly, concerns can be reported to the NSPCC or LADO.

NSPCC Helpline:

Phone: 0808 800 5000

Email: help@nspcc.org.uk

LADO Helpline 01606 288 931

Email: LADO@cheshireeast.gov.uk

3. Commitment to Safeguarding

I am committed to:

- Putting children's safety and wellbeing first
- Creating a safe and respectful learning environment
- Treating all children fairly
- Taking action if I am worried about a child's safety



4. Suitable Conduct and Boundaries

Professional behaviour will always be maintained. Physical punishment, inappropriate language, or behaviour will never be used.

5. Reporting Concerns

Any safeguarding concerns will be taken seriously, recorded, and reported appropriately.

6. Procedure for Missing Children

Immediate checks will be made, parents/carers contacted, and police informed if required.

7. Health & Safety

The learning environment will be kept safe and suitable for children.

8. Medical Information and Allergies

Parents/carers must complete the medical form provided.

9. Fire Evacuation Plan

All children will evacuate calmly via the nearest exit to the agreed assembly point.

10. Review of Policy

This policy will be reviewed regularly.