



## Safeguarding Policy

### Want Tutoring

The safety and wellbeing of every child I tutor is extremely important to me. I aim to provide an environment where children feel comfortable, valued and able to learn with confidence and I will act responsibly if I ever have concerns about a child's welfare.

#### 1. Glossary of Terms

Child – a person under the age of 18 years.

Safeguarding – the action taken to promote the welfare of children and protect them from harm.

#### 2. Legal Responsibilities

This policy is based on:

- Children Act 1989 & 2004
- Working Together to Safeguard Children (2018)
- Keeping Children Safe in Education (2025)
- Data Protection Act 2018 and UK GDPR

#### 3. My Responsibilities

I always put the wellbeing of your child first, fostering a safe, respectful and welcoming space where they can enjoy learning. While maintaining professional boundaries, I aim to build positive, supportive relationships with each child.

I treat every child fairly and with respect, valuing their individuality and ensuring that no discrimination occurs.

I hold a current Enhanced DBS certificate and tutor insurance, both of which are available on request.

#### 4. Code of Conduct

- All tuition sessions take place in safe and suitable environments.
- Online sessions are delivered via secure platforms such as Zoom or Teams.
- A parent or carer must be aware of each online session and ideally present at home.
- I maintain professional boundaries at all times.
- No sessions will be recorded unless agreed in writing in advance.

#### 5. Recognising & Responding to Concerns

If a child shares something worrying or shows signs of concern:

- I remain calm and listen carefully.
- I reassure the child while explaining I cannot keep certain information confidential.
- I make a clear, accurate record of what I observed or was told, including date and time.
- I report the concern to the appropriate authority (NSPCC or Local Authority Safeguarding Hub).

#### 6. Confidentiality & Data Protection

Personal information, notes and communications are stored securely following UK GDPR.

Information is only shared if required to protect a child's safety.

For more details, please see the Privacy and Data Protection Policy.

#### 7. Parental Agreement

By engaging Want Tutoring, parents/carers agree to:

- Read and agree with this safeguarding policy.
- Ensure their child is in a safe and suitable space during tutoring sessions.
- Supervise or remain nearby during online sessions.
- Understand that I will act appropriately if any concerns arise.
- Communicate any changes that may affect their child's welfare or learning.

Parent/Guardian Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### 8. Review

This policy will be reviewed annually or after any safeguarding incident.

Last updated: Dec 2025

Next review date: Dec 2026

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