



At HG2utoring, the safety of our students is paramount and we are committed to providing the highest standard of safeguarding.

This policy is designed to ensure the safest possible environment for our students and tutors to work in.

### **The purpose and scope of this policy**

The purpose of this policy statement is:

- to protect children and young people who receive HG2utoring's services from harm.
- to provide tutors, as well as children and young people and their families, with the overarching principles that guide our approach to safeguarding.

This policy applies to anyone working with or on behalf of HG2utoring who confirm they have read and understood before receiving or providing a HG2utoring service.

### **Legal framework**

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation is available from [nspcc.org.uk/learning](https://www.nspcc.org.uk/learning).

### **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. All children, regardless of age, disability, gender, 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.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

### **We will seek to keep children and young people safe by:**

- Valuing, listening to and respecting them.
- Appointing a nominated child protection lead for children and young people.
- Adopting child protection and safeguarding best practice through our policies and procedures.

Examples of best practice include, but are not limited to:

- Developing and implementing an effective online safety policy and related procedures.



## **Safeguarding Policy Statement**

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- Providing effective support for tutors including, training and quality assurance measures so that all tutors know about and follow our policies, procedures and behaviour codes confidently and competently.
- Ensuring all tutors have an enhanced DBS certificate upon recruitment (valid within 2 years), with these being reviewed annually.
- Recording, storing and using information professionally and securely, in line with data protection legislation and guidance.
- Making sure that children, young people and their families know where to go for help if they have a concern.
- Referring families to the safeguarding policy and procedures prior to the first tutoring session, as part of HG2utoring's booking documentation.
- Using our safeguarding and child protection 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 tutors appropriately.
- Ensuring that we have effective complaints and whistleblowing measures in place.
- Ensuring that we provide a safe physical environment for our children, young people and tutors by applying health and safety measures in accordance with the law and regulatory guidance.
- Building a safeguarding culture where freelance tutors, children, young people and their families treat each other with respect and are comfortable about sharing concerns.

### **Contact details**

If you have any concerns surrounding the welfare of a child or young person working with HG2utoring, please contact us immediately so that appropriate safeguarding procedures can take place.

### **Nominated child protection leads**

**Name:** Faye Pashby and Jessica Houseman

**Email:** [HG2utoring@outlook.com](mailto:HG2utoring@outlook.com)

For further support, help can be found through:

### **NSPCC Helpline**

0808 800 5000

### **Childline**

0800 11 11 11

We are committed to reviewing our policy and good practice annually.



## Safeguarding Policy Statement

HG2utoring

This policy was last reviewed on: 13/07/24

This policy will next be reviewed on: 13/07/25

Signed: F Pashby  
**Faye Pashby**

  
**Jessica Houseman**

Date: 13/7/24