



## Safeguarding Policy

### **About Us:**

The Music Tutor Limited provides music tuition for children and adults at the business premise in group lessons and on a one to one basis.

For further information on the services we provide please visit [www.musicbeat.co.uk](http://www.musicbeat.co.uk)

### **Purpose:**

The purpose of this policy statement is to protect all staff and all students of The Music Tutor Limited from harm. This policy applies to anyone working on behalf of The Music Tutor Limited including all staff, all students and all occasional visitors such as examiners from LCM exam board. For the purpose of this policy the term “students” refers to all our students, whether adults or children.

### **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](http://nspcc.org.uk/learning).

### **Supporting documents:**

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents, in particular our Staff Handbook which contains the staff Code of Practice, procedures for online safety, dealing with disclosures, anti-bullying and safe working practice documents that all staff must follow. Staff are introduced to this document during training and it is reviewed regularly to ensure it is to date.

### **We believe that:**

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

### **We recognise that:**

- the welfare of our students is paramount in all the work we do and in all the decisions we take. All students, 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 students are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with students, their families, carers and other agencies is essential in promoting their welfare.

**We will seek to keep all our students safe by:**

- valuing, listening to and respecting them
- appointing a nominated safeguarding lead (role to include child protection lead) and deputy
- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff
- developing and implementing effective online safety procedures
- providing effective management for staff through supervision, support, training and quality assurance measures so that all staff know about and follow our policies, procedures and behaviour codes confidently and competently
- recruiting and selecting staff 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 students and their families (where age appropriate) via discussions and in our Guide to Online Lessons
- using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving our students, their families and carers appropriately
- using our procedures to manage any allegations against staff 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 all our students and staff, by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where all staff, students and their families treat each other with respect and are comfortable about sharing concerns.

**Contact details:****Nominated safeguarding lead**

Name: Nichola Beat

Phone/email: [info@musicbeat.co.uk](mailto:info@musicbeat.co.uk)

**Deputy safeguarding lead**

Name: Jenny Burrows

Phone/email: [info@musicbeat.co.uk](mailto:info@musicbeat.co.uk)

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

This policy was last reviewed on: 30<sup>th</sup> September 2020

Signed: Nichola Beat

Date: 30/09/2020

Policy adapted from <https://learning.nspcc.org.uk>

1 Wyvern House, Kesteven Street, Lincoln, LN5 7LH T: 01522 528623 E: [info@musicbeat.co.uk](mailto:info@musicbeat.co.uk)

[www.musicbeat.co.uk](http://www.musicbeat.co.uk)

S I M P L Y M U S I C L E S S O N S