

# Safeguarding and Child protection policy

## TJEducation

We believe that children/young people have the right to be treated equally and to learn in a safe and friendly environment.

### **This policy is based on the following principles:**

- the welfare of the child/young person is paramount
- all children/young people, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity, have the right to protection from abuse
- all suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately
- taking all reasonable steps to protect children from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings
- all suspicions and allegations of poor practice or abuse will be taken seriously and responded to swiftly and appropriately
- all tutors working for TJEducation have a duty to safeguard children and young people
- all tutors working for TJEducation have a responsibility to report concerns to TJEducation or local authorities. For this we share the following guidance:

### **Gov.uk information:**

Guidance

### **Child abuse concerns: guide for practitioners**

<https://www.gov.uk/government/publications/what-to-do-if-youre-worried-a-child-is-being-abused--2>

### **Report child abuse**

<https://www.gov.uk/report-child-abuse>

### **We aim to safeguard children/young people by:**

- development and implementation of this safeguarding and child protection policy and sharing relevant UK government guidance
- following carefully the procedures for recruitment and selection of staff/volunteers

- all TJEducation tutors who work with children will be recruited with regard to their suitability for that responsibility
- working in partnership with parents and children is essential for the protection of children
- ensuring that all our tutors are DBS checked (or similar, if they don't live in the UK)

It is not always easy to distinguish poor practice from abuse. It is therefore NOT the responsibility of employees or pupils to make judgements about whether or not abuse is taking place. It is however their responsibility to identify poor practice and possible abuse and act if they have concerns about the welfare of the child.

### **Gov.uk information:**

Guidance

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## **Good Practice**

### **All personnel should adhere to the following principles and action:**

- always work in an open environment
- make the online teaching experience fun and enjoyable
- treat all young people equally and with respect and dignity
- always put the welfare of the young person first
- maintain a safe and appropriate distance with pupils
- involve parents/cares wherever possible and necessary
- always give enthusiastic and constructive feedback rather than negative criticism
- recognise the developmental needs and capacity of the young person and do not risk sacrificing welfare in a desire for teaching or personal achievements.

## **Recruitment:**

- Applicants will be asked to confirm in writing by means of a personal statement to TJEducation that they have the necessary teaching and/or other qualifications and training to undertake the duties outlined in their contract and their job description.
- All applicants will be required to undertake an interview.
- Applicants need to have a valid and clear check by the Disclosure and Barring Service (DBS). Or if they do not live in the UK, they may be required to obtain a document similar to the DBS.
- Two confidential references must be provided
- Evidence of identity (passport or driving licence with photo)

## **We expect:**

- courtesy, good manners and consideration for others
- respectful behaviour towards everyone involved
- that TJEducation is approached to resolve any issues of concern and to discuss and clarify specific events in order to bring about a positive solution
- that everyone works together for the benefit of the children and for a positive atmosphere at the school

## **We cannot tolerate:**

- disruptive behaviour
- the use of loud and/or offensive language or display of temper
- threatening harm or the use of physical aggression towards another adult or child
- abusive or threatening emails, phone or social network messages