

# Safeguarding Policy for Miss Mc OF All Trades

## 1. Introduction

As a company, our primary responsibility is to provide a safe and supportive learning environment for all our students. This safeguarding policy outlines our commitment to protecting the welfare of children, young people, and vulnerable adults who participate in our services.

## 2. Scope

This policy applies to all tutors employed by or contracted to Miss Mc Of All Trades. It covers all aspects of safeguarding, including but not limited to child protection, preventing radicalisation, and promoting the welfare of vulnerable individuals.

## 3. Legal Framework

We operate in accordance with relevant legislation and guidance, including but not limited to:

- The Children Act 1989 and 2004
- The Education Act 2002
- The Safeguarding Vulnerable Groups Act 2006
- Keeping Children Safe in Education (KCSIE) statutory guidance
- Prevent Duty guidance
- Data Protection Act 2018 (including GDPR provisions)

## 4. Responsibilities

4.1. Tutors: Tutors are responsible for creating a safe and inclusive learning environment, recognising and responding to safeguarding concerns, and adhering to this policy and related procedures.

4.2. Designated Safeguarding Lead (DSL): Sally McLeod, who holds the role of DSL, is responsible for overseeing the implementation of this policy, providing guidance and support to tutors, and liaising with external agencies as necessary.

4.3. Tutoring Company/Organisation: The organisation is responsible for ensuring that safeguarding procedures are in place, providing training and support to tutors, and conducting regular reviews of the policy to ensure compliance with current legislation and best practice.

## 5. Safer Recruitment

All tutors undergo thorough background checks, including an enhanced Disclosure and Barring Service (DBS) check, to ensure their suitability for working with children and vulnerable adults.

## 6. Training and Awareness

Tutors receive training on safeguarding policies and procedures, including how to recognize signs of abuse, how to respond to disclosures, and how to report concerns internally and externally.

## 7. Recognising and Responding to Concerns

Tutors must be vigilant for signs of abuse, neglect, radicalization, or any other safeguarding concern. They should always take allegations or suspicions seriously and report them promptly to the DSL or designated safeguarding officer.

## 8. Confidentiality

Tutors must respect the confidentiality of safeguarding concerns but understand that the welfare of the individual(s) involved is the primary concern. Information will only be shared on a need-to-know basis and in accordance with data protection legislation.

## 9. Prevent Duty

Tutors are aware of their duty to prevent people from being drawn into terrorism or extremist activity. They will report any concerns related to radicalization or extremist views to the DSL or Prevent coordinator.

## 10. Record-Keeping

Accurate and detailed records will be maintained of all safeguarding concerns, disclosures, and actions taken, in line with data protection legislation and guidance.

## 11. Review and Monitoring

This policy will be reviewed annually by the DSL and updated as necessary to reflect changes in legislation or best practice. Any updates will be communicated to all tutors.

## 12. Reporting

Any concerns about the safeguarding of children, young people, or vulnerable adults should be reported to:

Miss Sally McLeod:

07752436824

missmcofalltrades@gmail.com

In case of emergency or immediate risk, contact the relevant emergency services or local authorities.

Wirral - Pamela Cope, Local Authority Designated Officer (LADO)

[safeguardingunit@wirral.gov.uk](mailto:safeguardingunit@wirral.gov.uk)

Cheshire West and Chester - [safeguardinglado@cheshirewestandchester.gov.uk](mailto:safeguardinglado@cheshirewestandchester.gov.uk)

Signed: S.McLeod

Miss Mc OF All Trades

April 2024

Miss Sally McLeod

17.04/2024