



Safeguarding and Child Protection Policy

Purpose:

The purpose of this safeguarding policy is to:

- Protect children and young people using Bright Owl Tutoring services.
- Address any concerns or allegations regarding a child's welfare.
- Ensure ongoing safeguarding training and awareness for Ms. Catherine at Bright Owl Tutoring.

This policy is subject to review and may be updated as necessary.

Responsibilities:

Ms. Catherine, as the sole provider at Bright Owl Tutoring, is fully committed to the safety and well-being of all students and is responsible for:

- Completing an annual DBS check (Disclosure and Barring Service) and maintaining registration with the update service.
- Undertaking regular safeguarding training, including an annual course to ensure up-to-date knowledge and practice.
- Keeping up to date with safeguarding and child protection guidance, ensuring the policy is reviewed and updated as necessary.

Designated Safeguarding Lead (DSL):

- **Name:** Ms. Catherine (Owner and Tutor)
- **Contact:** mscatherine@brightowltutoring.com
- **Role:** As the DSL, Ms. Catherine is responsible for overseeing all safeguarding concerns, offering guidance on safeguarding matters, maintaining up-to-date records of any safeguarding issues, and ensuring all students are kept safe. In the event of a safeguarding concern, Ms. Catherine will take the necessary steps to address the issue promptly and appropriately, including reporting concerns to relevant authorities when required.

Safeguarding Issues:

At Bright Owl Tutoring, we are vigilant to the following types of abuse and safeguarding concerns:

- **Physical abuse**
- **Emotional abuse**
- **Sexual abuse**
- **Neglect**
- **Child on child abuse** (including bullying and cyberbullying)
- **Substance abuse**
- **Online exploitation and abuse**
- **Domestic abuse**
- **Extremism and radicalisation**

We are also aware of the heightened vulnerability of students with Additional Educational Needs, disabilities, or health issues and provide extra attention to safeguard them.

Reporting Concerns:

If a student discloses abuse, or if a safeguarding concern arises, Ms. Catherine will:

- Listen to the student and take their allegations seriously.
- Allow the student to speak freely, without prompting or asking leading questions.
- Reassure the student that their worries will be heard and taken seriously.
- Make it clear that confidentiality cannot be guaranteed if the safety of the child is at risk.
- Record the conversation as soon as possible, including the child's exact words.
- Note the date, time, place, and anyone who was present.
- Immediately inform the police if the student is at risk of immediate harm or danger.
- Where necessary, report concerns to the local safeguarding board or appropriate authorities, in line with statutory guidance.

Policy Review:

This safeguarding policy will be reviewed annually, or sooner if required, to ensure it remains in line with statutory guidance and best practices in safeguarding.

Useful Contacts (UK-specific):

- **Police (Immediate Threat):** 999
- **Police (Serious Concerns):** 101
- **NSPCC Helpline:** 0808 800 5000
- **Childline:** 0800 1111

By adhering to this policy, Bright Owl Tutoring ensures a safe and supportive environment for all students.