



Safeguarding policy

Safeguarding is the action that is taken to promote children's welfare and protect them from harm. Child protection is part of the safeguarding process. It focuses on protecting individual children who might be at risk of harm.

The purpose of this policy statement is:

- To protect children and young people who receive tutoring and / or enabling through The Orchard from harm. This includes all the children of adults who employ The Orchard's services, so could include siblings not directly receiving tutoring and / or enabling.
- To provide the tutors and any support staff and volunteers, as well as children and young people and their families, with the overarching principles that guide The Orchard's approach to child protection. This policy applies to the owner of, and anyone working or volunteering on behalf of The Orchard.

Legal framework:

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from nspcc.org.uk/childprotection.

Supporting documents:

This policy statement should be read alongside all The Orchard's organisational policies, procedures, guidance, and other related documents. These include:

- Code of conduct.
- Online safety.
- One to one working.
- Complaint and whistle blowing procedure.

The Orchard believes that:

- Children and young people should never experience abuse of any kind.
- That as a business that has direct contact with children, The Orchard 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.

The Orchard recognises that:

- The welfare of children is paramount in all the work The Orchard does, and in all the decisions any the owner and any staff and volunteers take.
- Working in partnership with children, young people, their parents, carers, and other agencies is essential in promoting young people's welfare.
- All children, 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 children are additionally vulnerable because of the impact of previous experiences (including trauma), their level of dependency, communication and learning needs or other issues, and extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

The Orchard will seek to keep children and young people safe by:

- valuing, listening to and respecting them.
- Adopting child protection and safeguarding best practice through policies, procedures and a code of conduct for the owner and any staff and volunteers.

- Developing and implementing an effective online safety policy and related procedures.
- Committing to annual child safeguarding training for all staff and volunteers.
- Committing to quality assurance measures so that any staff and volunteers know about, and follow The Orchard's policies, procedures and behaviour codes confidently and competently.
- Recruiting and selecting any staff and volunteers safely, ensuring all necessary checks are made.
- Recording and storing and using information professionally and securely, in line with data protection legislation and guidance [more information about this is available from the Information Commissioner's Office: ico.org.uk/fororganisations].
- Sharing information about safeguarding and good practice with children and their families via my website and one-to-one discussions making sure that children, young people, and their families know where to go for help if they have a concern.
- Using the 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.
- Ensuring that effective complaints and whistleblowing measures are in place.
- Ensuring that The Orchard (alongside parents and carers) provide a safe physical environment for children, young people, as well as any staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
- Building a safeguarding culture where, The Orchard, as well as any staff and volunteers, children, young people, and their families, treat each other with respect and are comfortable about sharing concerns.

The Orchard is committed to reviewing this policy and good practice annually.

This policy was last reviewed on: 18th November 2024

Signed:.....

