

Safeguarding policy for Charles Education

Updated January 2025



1. Introduction

At Charles Education, we are dedicated to ensuring the safety and wellbeing of children and young people during online lessons. This policy sets out our commitment to creating a secure and supportive learning space for every student.

2. Legal framework

Our safeguarding approach follows UK laws and official guidance, including:

- The Children Act 1989 and 2004
- Keeping Children Safe in Education (KCSIE) 2023
- Working Together to Safeguard Children 2018
- The Prevent Duty 2015
- GDPR and Data Protection Act 2018

3. Who this policy covers

This policy applies to everyone involved in Charles Education's online tuition, including tutors, students, and parents/guardians.

4. Responsibilities

- The tutor has an enhanced DBS check and completes regular safeguarding training.
- Safeguarding procedures are always followed to ensure student safety during lessons.
- Parents/guardians are encouraged to monitor their child's online learning environment.

5. Online safety guidelines

- Lessons take place on secure, reliable platforms.
- Students must log in from a safe and appropriate space.
- Private messaging between tutor and student outside of lesson times is not permitted.
- Lessons will not be recorded unless agreed upon in advance for safeguarding reasons.

6. Identifying and reporting concerns

- Any safeguarding concerns will be reported to the relevant authorities, such as the NSPCC or local safeguarding board.
- If a student shares a concern, the tutor will listen, offer reassurance, and follow the correct safeguarding procedures.

7. Communication and parental involvement

- All communication between the tutor and students must remain professional and take place through appropriate channels.
- Parents/guardians will be informed if concerns arise, unless sharing this information could place the child at risk.

8. Data protection and confidentiality

- Personal information is stored securely and used only for educational purposes.
- Safeguarding concerns will only be shared with the necessary authorities in line with legal obligations.

9. Policy review

This policy is reviewed annually and updated when needed to ensure it aligns with best practice and legal requirements.