



## **Safeguarding and Child Protection Policy**

### **1. Introduction**

At Core Ambition Tutors, we fully acknowledge our responsibility in ensuring the safety and protection of children. This policy is applicable to all staff and tutors associated with Core Ambition Tutors. We recognise that individuals in contact with children often serve as the initial point of disclosure for a child, a crucial aspect of the child protection process. It is imperative that all personnel are well-informed about and adhere to the procedures outlined in this policy.

### **2. Prevention**

2.1 Core Ambition Tutors acknowledges the significance of factors such as high self-esteem, confidence, supportive relationships, and open communication with trusted adults in safeguarding children.

#### **Therefore, Core Ambition Tutors will:**

- Foster an environment where children feel secure and encouraged to express their concerns, knowing that they will be heard.
- Incorporate within classes, activities, and opportunities for Personal and Social Education (PSE) the necessary skills to protect children from abuse and encourage them to seek assistance from staff.
- Provide materials in classes that help children develop realistic attitudes towards the responsibilities of adulthood.

### **3. Procedures**

3.1 We will adhere to the All Wales Child Protection Procedures (April 2008), Children Act 1989, Children Act 2008, Children and Social Work Act 2017, and other endorsed guidance and protocols established by the Safeguarding Children Board (SCB).

#### **3.2 Core Ambition Tutors will:**

- Appoint designated senior staff members, Emma Bressington and Toby Lanyon Jones, who have undergone appropriate training in accordance with national and local requirements.
- Recognise the role of the designated person and provide necessary support and training, seeking guidance from the the local authority's Designated Officer for Safeguarding in Education for child protection matters.
- Ensure that all staff members, including permanent, part-time, self-employed, and adult volunteers, are aware of:
- The name and contact details of the designated person responsible for child protection.



- The responsibility of the designated person and their deputy to make child protection referrals in a timely manner by completing the agreed multi-agency form.
- The designated person and deputy's ability to seek advice from the Designated Officer and/or Social Services Duty and Assessment Team when considering a referral.
- Ensure that all tutors are vigilant for signs of abuse, equipped to respond appropriately to a child's disclosure, and offered training and updates as provided by the agency.
- Inform parents that, in some circumstances, the welfare of the child is paramount, which may necessitate not initially informing parents of a referral made.
- Foster effective connections with relevant agencies and cooperate with their inquiries related to child protection.
- Maintain records of child concerns (including date, event, and actions taken), even if formal investigation agency referrals are unnecessary.
- Securely store all records and files, with the designated person responsible for their security, compilation, and accessibility in times of need. Any record transfers should be conducted sensitively and securely.

#### **4. Information for All Staff**

What to do if a child reports abuse:

When a child confides in a tutor regarding abuse allegations, tutors should remember:

- Their role is to listen without interruption, asking clarifying questions in an open manner.
- Report the matter orally to the Designated Person for Child Protection: Emma Bressington or Toby Lanyon Jones.
- Document the discussion as soon as reasonably possible (within 24 hours) to provide to the designated person. This note should include the time, date, location, attendees, and the child's statements as accurately as possible. This record may serve as the initial contact and may be used in subsequent investigations or court proceedings. Retain a copy in a secure place.
- Avoid guaranteeing absolute confidentiality, as age-appropriate explanations must be given to the child. This may result in the child hesitating but does not negate the responsibility to inform the designated person.
- Your responsibility for referring concerns ends at this point, but you may have a role in supporting or monitoring the child, contributing to assessments, or implementing child protection plans. Inquire with the designated person for updates, bearing in mind their procedural limitations and confidentiality obligations.

**Confidentiality:**



Core Ambition Tutors understands the importance of confidentiality when a child discloses abuse. Children may only confide in a tutor if they believe their information will remain confidential. However, Core Ambition Tutors has a professional obligation to share relevant information about child protection with designated statutory agencies when a child's welfare is at risk.

Tutors must handle this sensitive matter by explaining to the child that they must inform those who can help, but that only those with a genuine need to know will be informed. Tutors should reassure the child that their situation will not become common knowledge. Tutors should also consider the courage it took for the child to disclose and be mindful of potential conflicting emotions.

### **Training:**

Core Ambition Tutors will stay informed of national and local training requirements and guidance, including Safeguarding Children Board recommendations, advice, and training opportunities.

**7.1** All staff will receive regular updates as necessary from the designated person and specific awareness-raising training every 2-3 years.

### **8. Equality Statement:**

We do not discriminate, either directly or indirectly, on the basis of gender, race, color, religion, ability, disability, sexual orientation, or any aspect of an individual's social or cultural background.

### **Designated Persons for Child Protection:**

Emma Bressington  
Toby Lanyon Jones

This policy was last updated by Emma Bressington in August 2023.

This policy will be reviewed in September 2024.