

One to One English - Safeguarding Policy

One to One English is a private English language school located at 56 Long Acre Covent Garden London WC2E 9JL. The School is accredited by the British Council and a member of English UK. We provide English courses for adults 18+ and young learners aged 16 and 17. The following Safeguarding Policy Statement summarises the key points of the School's Safeguarding Policy. 'Safeguarding' means caring for children and adults appropriately and protecting them from harm: it includes health and safety, welfare and child protection. Further information on our safeguarding policies and procedures is provided to stakeholders as required.

Safeguarding Policy Statement

One to One English school is committed to providing a warm, friendly, safe and supportive study environment **safeguarding** the well-being of all of our students, whatever their age, sex, nationality, ethnic origin, colour, religion, disability, sexual orientation or marital status. We have a special **legal duty of care to protect children** – any student under the age of 18. We endeavour to create a school ethos whereby a full commitment to child protection and well-being is vigorously promoted and respected by all our staff, accommodation providers and other people working with the School.

In implementing and promoting our Safeguarding Policy, we:

- Provide appropriate care and support to under-18 students, including providing detailed information to students on keeping safe and happy during their stay through our publicity, written guidelines and regular personal tutorials.
- Ensure that parents / guardians are informed of the school's safeguarding policy and agree any arrangements to help protect the safety and well-being of children, both in and out of the school.
- Ensure that all school staff, accommodation providers and others connected to the school accept and promote the school's safeguarding policy.
- Appoint a Welfare Team which includes an appropriately-trained Designated Safeguarding Lead, a Designated Safeguarding Person and a Welfare Person with specified roles and responsibilities.
- Ensure that all school staff, accommodation providers and others connected to the school know their duty to report any concerns about students to the Designated Safeguarding Lead, Designated Safeguarding Person or Welfare Person.
- Provide suitable safeguarding training for all staff, including a code of conduct for staff working with children and guidelines for handling concerns about children's welfare.
- Follow safer recruitment procedures to ensure the suitability of staff working with children.
- Take seriously all reported concerns and investigate in accordance with the safeguarding policy.
- Ensure that the Designated Safeguarding Lead refers any child protection concerns to the statutory child protection agencies.
- Have procedures in place to ensure that security and confidentiality is maintained within the guidelines.
- Review the safeguarding policy regularly to keep up to date with developments in the school and nationally.