

## Child Protection Policy

*This policy is specifically focused on children but I have also given consideration to the protection of vulnerable adults.*

*I am committed to practices which protect individuals from harm. In particular:*

1. I recognise that good child protection policies and procedures are of benefit to everyone involved in teaching and learning
2. I have enhanced disclosure (DBS) clearance which I undertake to keep updated
3. I have undergone training in good practice in Child Protection for Instrumental Teaching provided by specialist consultants with Buckinghamshire LEA
4. I have put in place Child Protection Procedures which will be regularly reviewed and I undertake to adhere to these
5. It will be necessary for me to document any allegation or disclosure regarding possible risk to children and where appropriate I may be required to report concerns to the authorities in accordance with child protection procedures and current legal requirements

## Procedures

1. I will always favour teaching strategies such as demonstrating for the student to copy, or using a mirror, rather than using physical touch. However it is occasionally simpler and more effective to use physical contact such as manipulating the student's hand, arm or wrist. I will always obtain the pupil's consent for this using language the child can understand.
2. It is always possible for parents/carers to view the lesson from outside the room, or for them to sit in on lessons.
3. Other adults who may be in the house during lessons (my daughter and husband) have DBS clearances.
4. I will not provide car transport for child pupils without separate consent from parents/carers.
5. I will not communicate privately with pupils under the age of 18 via social networking sites, email or SMS. All lesson arrangements will be conducted through parents/carers.
6. No other third parties will have access to your personal data unless:
  - there is a legal obligation for it to be provided;
  - it is required in a health or other emergency; or
  - there are concerns that a child may be at risk
7. I will only keep data on pupils for as long as the pupil is receiving tuition; after that it will be securely destroyed
8. Parents should advise me on any health needs and allergies the pupil may have that may require physical attention.
9. Parents should be clear about who is collecting pupils and I will not allow pupils to leave by themselves without written permission.
10. Parents should ensure the teacher has their emergency contact details.
11. A separate GDPR Privacy Notice is available on request.