

Beth Bozman Education – Safeguarding Policy



Effective Date: 28th June 2025

Review Date: July 2026

Applies To: Beth Bozman (Owner), all students, and parents/guardians involved with Beth Bozman Education

1. Purpose and Scope

The purpose of this policy is to:

- Protect children, young people or adults who receive private educational support from Beth Bozman Education
- Promote a safe, respectful and nurturing learning environment
- Provide clear guidance on how to respond to safeguarding concerns or disclosures
- Ensure consistent commitment to safeguarding practices and legal responsibilities
- Demonstrate a commitment to ongoing safeguarding training and awareness

This policy applies to all activities and services provided by Beth Bozman Education, both online and in person.

2. Legal Framework

This policy is based on current UK legislation, including:

- The Children Act 1989 and 2004
- The Education Act 2002
- The Equality Act 2010
- Keeping Children Safe in Education (DfE)
- Working Together to Safeguard Children (HM Government)
- Data Protection Act 2018 and UK GDPR

A summary of relevant legislation can be accessed at nspcc.org.uk/learning.

3. Safeguarding Statement

Beth Bozman Education believes that:

- Children and young people should never experience abuse of any kind
- Everyone has a responsibility to promote the welfare and safety of children
- The welfare of children is paramount in all we do

4. Responsibilities

As the sole tutor and owner of Beth Bozman Education, Beth Bozman will:

- Hold a current Enhanced DBS certificate
- Complete safeguarding training at least every two years
- Follow best practices in safeguarding and child protection
- Act on any concerns or disclosures appropriately and promptly
- Store records securely and confidentially
- Ensure parents and children are informed of safeguarding measures and expectations

Safeguarding is a shared responsibility. Parents and students are encouraged to report concerns and maintain open communication.

5. Online Safety

Online tutoring will follow these safeguarding guidelines:

- Cameras must be on for both tutor and student during the session
- Sessions will take place in a shared family space (not a bedroom) where possible
- No personal contact details (e.g. personal phone numbers or social media) will be exchanged
- Parents are encouraged to be within earshot during sessions
- Sessions will not be recorded unless agreed in advance with parental consent
- Secure, password-protected platforms will be used for online lessons

6. Responding to Safeguarding Concerns

If a child discloses abuse or neglect:

1. Listen carefully and calmly; do not ask leading questions
2. Reassure the child but do not promise to keep it secret
3. Record what is said in the child's own words
4. Note the date, time, and names of those present
5. Contact the appropriate safeguarding authority or NSPCC for advice
6. If a child is in immediate danger, contact the police (999)

Concerns will be reported to the relevant Local Authority Designated Officer (LADO), safeguarding team, or NSPCC Helpline: 0808 800 5000.

7. Data Protection and Confidentiality

All records will be kept securely in line with data protection laws. Information will only be shared with relevant authorities on a need-to-know basis to protect the child.

8. Ongoing Training and Review

- Beth Bozman will complete accredited safeguarding training at least every two years
- This policy will be reviewed annually or sooner if legislation or practice guidance changes

Contact Information

Tutor and Safeguarding Lead:

Beth Bozman

Email: bethbozmaneducation@gmail.com

Phone: 07873151111

In case of safeguarding concerns outside of sessions, parents and students can contact the NSPCC or their local safeguarding board.

Last Reviewed: June 2025

Next Review: July 2026