

## **Engaged Maths Tutors Safeguarding Policy**

*Last updated: Nov 2025*

At Engaged Maths Tutors, we are committed to creating a safe, respectful, and secure online learning environment for all students, tutors, and families. This policy outlines our approach to online safety in accordance with UK law, including the Children Act 1989, the Data Protection Act 2018 (UK GDPR), and the Keeping Children Safe in Education (KCSIE) guidance.

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### **1. Safeguarding and Child Protection**

- All tutors working with children and young people below the age of 18 must hold a valid Enhanced DBS check for face to face tutoring
- Tutors are trained to recognise and report safeguarding concerns in line with our Safeguarding Policy.

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### **2. Safe Use of Technology**

- Lessons are delivered via secure, password-protected platforms (e.g. Zoom, Microsoft Teams).
- Tutors and students must use professional, appropriate usernames and display names.
- Sessions may be recorded for safeguarding and quality assurance purposes, with prior consent.

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### **3. Location**

- Online Lessons should be held in an office for the tutor with a minimum of personal items on display. The student if in their bedroom must seek to limit the number of personal items on display or use a background.
- Face to Face lessons must be held in an open area with a professional setting. The use of small offices and bedrooms is considered inappropriate.

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### **4. Behaviour and Communication**

- Tutors and students must communicate respectfully and professionally at all times.

- Tutors must never share personal contact details or engage in private messaging outside approved platforms.
  - Students must not record or share lesson content without permission.
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## **5. Data Protection and Privacy**

- Personal data is collected, stored, and processed in accordance with the UK GDPR.
  - We do not share personal information with third parties unless legally required or with explicit consent.
  - Parents/guardians have the right to access, correct, or request deletion of their child's data.
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## **6. Parental Involvement**

- Parents/guardians of under-18 students are encouraged to supervise online sessions or be nearby during lessons.
  - For face to face lessons the parent/guardian should always meet the tutor and inspect the environment so that both parties are happy with safeguarding arrangements. The tutor session can only be unsupervised with the approval of the parent/guardian.
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## **6. Reporting and Support**

- Any concerns about online safety should be reported to our DSL at [safeguarding@engagedmaths.co.uk](mailto:safeguarding@engagedmaths.co.uk).
  - We take all reports seriously and act promptly in line with our safeguarding procedures.
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### **Contact Us**

Engaged Maths Tutors

Email: [info@engagedmaths.co.uk](mailto:info@engagedmaths.co.uk)

Website: [www.engagedmaths.co.uk](http://www.engagedmaths.co.uk)

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