

MUSIC HEROES SAFEGUARDING AND ICT POLICY

INSTRUMENTAL TUITION IN SCHOOLS

Policy Statement

We believe that it is always unacceptable for a child or young person to experience abuse of any kind and recognise that safeguarding the welfare of all children and young people is everyone's responsibility. We understand that there is legislation to ensure children are protected and acknowledge that the welfare of children is paramount. We acknowledge the need and importance of having set guidelines for tutors with regard to conduct when working with young people in a school environment.

Procedures

- All tutors will be DBS checked before commencing tuition with children.
- All tutors will undergo children protection / safeguarding training at least every 3 years to ensure that they are able to identify signs of possible abuse and neglect and to respond in a timely and appropriate way.
- In the school setting, all tutors must familiarise themselves with each school's safeguarding policy and make note of the contact details of the designated lead practitioner for safeguarding.
- All tutors must comply with the relevant school's reporting and recording procedures in the event of a safeguarding concern;
- All tutors will promote and ensure confidentiality is maintained;
- All tutors will promote anti-discriminatory practice and treat all young people with respect, regardless of their gender, age, class, religion, ethnicity, disability or sexual orientation.
- If a child is injured or appears to be in imminent danger during tuition, the tutor may contact the emergency services without first consulting the school and/or parent;
- Many lessons will be conducted on a one to one basis as we believe this is conducive to achieving the best outcomes with some instruments (such as piano and drum kit). However, in those situations the tutor and student should be within sight or hearing of others who are aware of the tuition taking place. Doors should be left open if possible.
- Tutors will challenge inappropriate behaviour and report the same to school staff.
- Tutors should avoid situations that compromise their relationship with young people - taking into account that actions can be misinterpreted; no matter how well intended;

- Tutors recognise that caution is required if a pupil is emotionally sensitive or distressed for any reason but will be relying upon the student's school and/or parent to inform them of the need for such caution;
- Tutors will avoid physical contact wherever possible. With some instruments this is extremely difficult especially when correcting hand position or posture. However, demonstration should be used wherever possible.
- Tutors will not engage in any inappropriate physical or verbal contact or make any suggestive remarks or gestures, even in fun. Tutors should avoid showing favouritism to any individual.
- Tutors will ensure safe use of ICT and mobile phones during tuition. Tutors will keep their mobile phones in a safe place throughout tuition and out of the reach of students (it is the policy of some schools that they be stored away and Tutors will abide by the policy of the school).
- Tutors may wish to use tablets or laptops to access backing tracking or Apps (such as for ear training or sight reading) during lessons. In particular, Rock & Pop exams require the student to be able to play along to a backing track and this is a skill we like to encourage in all students. Use of ICT will always be relevant to the lesson.
- Tutors are not permitted to use their devices to take photographs or videos of students without having previously obtained parental and school consent.
- Tutors will not disclose any personal contact details of any sort to children. This includes telephone numbers, addresses, e-mail addresses or similar.
- Music Heroes has a Facebook page, website and youtube channel. We may occasionally post details of student's successes (e.g. exam results) but only with student/parent consent.