

Safeguarding Policy Statement

Imperial Science and Maths Tutoring

Imperial Science and Maths (ISM) Tutoring is committed to safeguarding and promoting the welfare of all students aged 12–18 who attend its tutoring sessions. Safeguarding means protecting children from maltreatment, preventing impairment of their health or development, ensuring they grow up in safe circumstances, and taking action to enable them to have the best outcomes.

The Designated Safeguarding Lead (DSL) for ISM Tutoring is Syed Danish Rizvi, who is responsible for implementing this policy and ensuring compliance.

1. Definitions

A 'child' refers to anyone under the age of 18. 'Safeguarding' includes protecting children from abuse, neglect, exploitation, and ensuring safe learning environments.

2. Roles & Responsibilities

ISM Tutoring accepts its responsibility to safeguard children. The DSL is the main point of contact for all safeguarding concerns. Parents and carers are expected to ensure their children attend safely and are collected promptly. If additional ISM staff are engaged, they will be required to follow this policy and report concerns to the DSL.

3. Code of Conduct

Tutors working under ISM Tutoring will always maintain professional boundaries with students. Tutoring will take place only in agreed community centre venues (not in private homes unless agreed by family and risk assessed). No physical contact will take place with students, except in cases of immediate safety.

4. Recognising & Responding to Concerns

All staff will remain vigilant for indicators of abuse: physical, emotional, sexual, or neglect. If a student makes a disclosure, tutors will listen carefully, reassure them, avoid judgement, and not make promises they cannot keep. Concerns will be written down factually (time, date, what was said/seen) and passed on immediately to the DSL.

5. Record Keeping & Confidentiality

Records of safeguarding concerns will be kept securely and shared only with relevant safeguarding authorities. Confidentiality will be respected at all times, except where a child is at risk of harm.

6. Allegations Against Staff

Any allegations made about ISM Tutoring staff (including the DSL) will be reported immediately to the Union Church DSL and, if appropriate, to statutory authorities. ISM Tutoring will cooperate fully with any investigations.

7. Training & Awareness

ISM Tutoring commits to keeping up-to-date with safeguarding training and guidance (e.g., 'Working Together to Safeguard Children', 'Keeping Children Safe in Education').

8. Review

This policy will be reviewed annually or earlier if required.

Signed: **Syed Danish Rizvi**(Designated Safeguarding Lead, ISM Tutoring)

Date: **29 August, 2025**