

Safeguarding & Child Protection Policy

RK Maths Hub (Online Maths Tuition- Key Stage 3 & GCSE Preparation)
Led by Puja Kumari (Owner)

1. Commitment to Safeguarding

RK Maths Hub is committed to safeguarding and promoting the welfare of all children. The safety, wellbeing, and protection of every student is our highest priority.

2. Scope

This policy applies to all online tuition sessions delivered by RK Maths Hub and is overseen by Puja Kumari (Owner).

3. Safe Online Learning Environment

- All lessons are conducted via secure platforms such as **Microsoft Teams or Google Meet**
- Access to sessions is controlled via private links and approved entry
- Parents/carers are encouraged to be aware of and support their child's participation
- Lessons are delivered in a professional, respectful, and structured manner

4. Online Safety Measures

To ensure a safe learning experience:

- Meeting access is restricted to registered students only
- Waiting room/lobby features are used where appropriate
- Sessions are conducted in suitable environments by both tutor and student
- Recording of sessions will only take place with **prior parental consent**
- Students are required to keep their camera on while during the online tuition

5. Professional Conduct

- All communication is strictly educational and professional
- No contact with students via personal social media platforms
- No inappropriate behaviour, language, or interaction is permitted
- Respect and fairness are maintained at all times

6. DBS & Suitability

The tutor, Puja Kumari, holds an Enhanced DBS check and is committed to maintaining a safe and trustworthy environment for all students.

7. Reporting Concerns

Any safeguarding concerns will be taken seriously and handled in line with UK safeguarding guidelines. Where necessary, concerns may be reported to relevant authorities to protect the child.

8. Confidentiality

All student information is treated confidentially and will only be shared where necessary to ensure the safety and wellbeing of the child.

9. Policy Review

This policy is reviewed regularly to ensure it remains effective and up to date.

At RK Maths Hub, we are committed to creating a safe and supportive online learning environment:

- ✓ Secure platforms (Microsoft Teams/Zoom)
- ✓ Controlled access to all lessons
- ✓ Professional, DBS-checked tutor
- ✓ No social media contact with students
- ✓ Parental awareness always encouraged

Policy Owner: Puja Kumari (Owner, RK Maths Hub)

Responsible for Safeguarding: Puja Kumari

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