



Safeguarding Policy for The Dyslexia Garden

Purpose: This Safeguarding Policy outlines the commitment of Becky Glenn at The Dyslexia Garden to protect the safety and well-being of all learners, particularly children and vulnerable adults, during the dyslexia assessment process.

Scope: This policy applies to all interactions with learners, parents, guardians, and any other individuals involved in the assessment process.

Definitions:

- Safeguarding: Measures taken to protect the health, well-being, and human rights of individuals, ensuring they are free from harm, abuse, and neglect.
- Child: Any individual under the age of 18.
- Vulnerable Adult: An individual aged 18 or over who may need community care services by reason of mental or other disability, age, or illness and who is unable to take care of themselves or protect themselves against significant harm or exploitation.

Policy Statement:

Becky Glenn is committed to:

- Creating a safe and welcoming environment for all learners.
- Protecting learners from abuse, harm, and neglect.
- Acting promptly and appropriately on any concerns regarding the welfare of learners.

Responsibilities:

- Becky Glenn: Has overall responsibility for safeguarding within The Dyslexia Garden. This includes implementing this policy, conducting risk assessments, and ensuring all safeguarding measures are in place and followed.
- Staff and Volunteers: Must comply with this policy, participate in training, and report any safeguarding concerns.

Safeguarding Measures:

1. Recruitment and Training:
 - All staff and volunteers who may have direct contact with learners will undergo enhanced background checks, including DBS (Disclosure and Barring Service) checks.
 - Regular safeguarding training will be provided to ensure that all staff and volunteers understand their responsibilities and know how to respond to safeguarding concerns.
2. Creating a Safe Environment:
 - Assessments will be conducted in environments that are safe and suitable for learners.
 - No learner will be left alone with the assessor unless a parent or carer has given explicit consent.
 - Pupils attending online lessons must be in an open, accessible room in their home (no closed doors or in bedrooms) with a known adult nearby.
3. Reporting Concerns:
 - All concerns about the welfare of a learner must be reported to Becky Glenn immediately.
 - Becky Glenn will record all concerns and actions taken and will report serious concerns to the appropriate authorities in line with local safeguarding procedures.
4. Responding to Allegations:
 - Any allegations of abuse or inappropriate behaviour by staff or volunteers will be taken seriously and handled promptly.
 - Allegations will be reported to the relevant authorities and, if necessary, the staff or volunteer will be suspended during the investigation.
5. Confidentiality:
 - Safeguarding concerns will be handled with sensitivity and information will be shared only with those who need to know to protect the learner.
 - Personal data will be processed in accordance with the Data Protection Policy.

Risk Assessment:

- Regular risk assessments will be conducted to identify and mitigate potential risks to learners.

- Safeguarding policies and procedures will be reviewed and updated as necessary following these assessments.

Policy Review:

- This policy will be reviewed annually or following any significant incidents or changes in legislation to ensure it remains current and effective.

Contact Information:

- For any safeguarding concerns or queries about this policy, please contact Becky Glenn at The Dyslexia Garden.

Date of Policy: July 2024

Next Review: July 2025

By adhering to this Safeguarding Policy, Becky Glenn ensures the protection and well-being of all learners, maintaining a safe and supportive environment for dyslexia assessments.