



Safeguarding Policy

22 Music Academy Date: 22/09/2025

Introduction

22 Music Academy is fully committed to safeguarding and promoting the welfare of all children, young people, and vulnerable adults who participate in our educational programmes. This policy outlines the academy's approach to creating a safe, supportive, and inclusive environment, ensuring that safeguarding is integral to our ethos, curriculum, and daily practice. The policy applies to all staff, students, and visitors.

Purpose

The purpose of this policy is to provide clear guidance to staff, educators, administrators, and all associated with 22 Music Academy on how to safeguard students, comply with UK law, and respond effectively to safeguarding concerns.

Scope

This policy covers all activities conducted by 22 Music Academy, both on and off-site, including lessons, rehearsals, performances, trips, and online interactions.

Commitment to Safeguarding

We believe that safeguarding is everyone's responsibility and that the welfare of the child is paramount. We are committed to ensuring that all students feel safe, are listened to, and have their needs met.



Legal Framework

This policy is grounded in the following key UK legislation and statutory guidance:

- Children Act 1989 and 2004: Establishes the duty to promote and safeguard the welfare of children.
- Keeping Children Safe in Education (KCSIE) 2025: Statutory guidance for schools and colleges on safeguarding children and safer recruitment.
- Working Together to Safeguard Children 2023: Guidance on inter-agency working to safeguard and promote the welfare of children.
- Education Act 2002 (Section 175): Duty on educational settings to safeguard and promote the welfare of pupils.
- Data Protection Act 2018 and UK GDPR: Governs the handling and sharing of personal information.

Definitions

- Safeguarding: Protecting children from maltreatment; preventing impairment of children's health or development; ensuring children grow up in safe and effective care; and taking action to enable all children to have the best outcomes.
- Child: Anyone under the age of 18.
- Abuse: A form of maltreatment. It may be physical, emotional, sexual, or neglect.
- Neglect: The persistent failure to meet a child's basic physical and/or psychological needs.



- Designated Safeguarding Lead (DSL): The senior member of staff responsible for safeguarding and child protection.

Roles and Responsibilities

All Staff

- Be vigilant and proactive in identifying safeguarding concerns.
- Attend safeguarding training and refreshers as required.
- Report any concerns immediately following academy procedures.

Designated Safeguarding Lead (DSL)

- Lead on all safeguarding matters and act as the first point of contact for concerns.
- Ensure staff are trained and supported.
- Liaise with external agencies as necessary.
- Maintain secure and accurate records of concerns and actions taken.

Senior Leadership and Management

- Ensure safeguarding is embedded across all academy activities.
- Support the DSL and allocate resources for safeguarding.
- Monitor and review safeguarding practice and policy compliance.

Students

- Encouraged to speak up about any worries or concerns.
- Informed about how to access support and report issues.



Safe Recruitment and Training

- All recruitment follows safer recruitment practices in line with KCSIE guidance.
- Enhanced DBS checks are conducted for all staff.
- References and identity checks are obligatory prior to appointment.
- All new staff receive safeguarding induction. Ongoing training is provided at least annually.

Recognising and Responding to Concerns

Recognising Signs of Abuse

- Physical injuries, unexplained changes in behaviour, frequent absences, or disclosure by a child may be signs of abuse or neglect.

Reporting Procedures

1. Any concern must be reported to the DSL or deputy immediately, using the academy's safeguarding concern form.
2. The DSL assesses the concern and determines appropriate action, including referral to local authority children's social care if necessary.
3. Staff must not investigate concerns or promise confidentiality to students but reassure them they will be supported.

Record-Keeping

- All safeguarding concerns and actions are recorded securely and confidentially by the DSL.



- Records are kept in line with data protection requirements and retained according to academy policy.

Confidentiality and Information Sharing

- Safeguarding concerns are shared only with those who need to know in order to protect the child.
- Information is shared in accordance with the Data Protection Act 2018 and UK GDPR.
- Where appropriate, concerns are shared with statutory agencies such as children's social care or the police.

Student Welfare and Support

- 22 Music Academy is committed to providing a nurturing environment where students' well-being is prioritised.
- Pastoral support is available for all students, including access to counselling and external support services as needed.
- We promote inclusion, respect for diversity, and anti-bullying at all times.
- Reasonable adjustments are made to support students with additional needs.

Policy Review and Monitoring

- This policy is reviewed annually, or sooner if there are changes to legislation or guidance.
- Feedback is welcomed from staff, students, parents, and relevant stakeholders.



- The effectiveness of safeguarding arrangements is monitored through regular audits and staff supervision.

Appendices

Useful Contacts

- Designated Safeguarding Lead: [Name, Contact details]
- Deputy DSL: [Name, Contact details]
- Local Authority Children's Social Care: [Contact details]
- NSPCC Helpline: 0808 800 5000
- Childline: 0800 1111

Safeguarding Concern Reporting Form

A template form is provided for staff to record and report safeguarding concerns. The form includes sections for the date, details of concern, actions taken, and signature.

Further Resources

- Keeping Children Safe in Education
- Working Together to Safeguard Children
- NSPCC

This policy must be read in conjunction with other academy policies, including those for behaviour, anti-bullying, online safety, and data protection. All staff are responsible for familiarising themselves with this policy and upholding its principles at all times.