

# Children Safeguarding Policy

Melody Music Academy CIC

Safeguarding Policy

Reviewed: [September 2025]

Following Review Due: [September 2026]

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## 1. Policy Statement

Melody Music Academy CIC is committed to safeguarding and promoting the welfare of all children and young people who engage with our services. We recognise our duty of care under the Children Act 1989 and 2004 and our obligations under Ofsted's framework to ensure children feel safe, protected, and respected in all learning environments.

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## 2. Purpose of this Policy

- To protect children and young people who receive services from Melody Music Academy CIC.
  - To ensure staff understand their safeguarding responsibilities, particularly in educational or workshop settings.
  - To meet the safeguarding expectations of Ofsted and relevant regulatory bodies.
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## 3. Safeguarding and Ofsted: Our Educational Duty

In line with Ofsted's Education Inspection Framework and safeguarding guidance, Melody Music Academy CIC ensures:

- **Safe Learning Environments:** All music and educational sessions are delivered in settings that promote safety, inclusivity, and respect.
  - **Promotion of Wellbeing:** We help young people to develop resilience, confidence, and knowledge to stay safe in both physical and online environments.
  - **Positive Behaviour:** Staff promote positive behaviour, respect, and mutual care. Any form of bullying, abuse, or discrimination is not tolerated.
  - **Student Voice:** We empower children and young people to speak out, share their thoughts, and raise concerns safely.
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## 4. Safeguarding through Teaching and Delivery

Staff and tutors are expected to:

- Integrate safeguarding themes into learning where appropriate (e.g., respectful communication, safe online practices in digital music tools, etc.).
  - Model appropriate behaviour and maintain professional boundaries at all times.
  - Be alert to any signs of emotional, physical, or psychological distress among students during sessions.
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## 5. Recognising Abuse and Harm

All staff must be able to recognise:

- Signs of physical, emotional, sexual abuse or neglect
- Indicators of mental health concerns
- Signs of grooming, exploitation, or radicalisation

In line with Ofsted's expectations, we ensure these concerns are recognised in both formal educational sessions and informal activities.

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## 6. Reporting Concerns

All safeguarding concerns must be reported immediately to our **Designated Safeguarding Lead (DSL)**.

**DSL:** [Kiani Dehkordi]

**Email:** [Kianidehkordi@yahoo .com]

If a child is at immediate risk, staff must contact **999** without delay.

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## 7. Safe Recruitment and Vetting

In line with Ofsted and government guidance, we:

- Carry out Enhanced DBS checks for all staff and volunteers
  - Require written references and conduct interviews for all roles
  - Provide safeguarding training before any teaching or direct work with young people begins
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## 8. Safeguarding Training and Updates

- All staff complete induction safeguarding training and refresher training annually.
  - Tutors and workshop leaders receive additional guidance on maintaining safe teaching practices.
  - DSLs receive up-to-date Designated Safeguarding Lead training every two years.
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## 9. Confidentiality and Information Sharing

We handle all safeguarding information with the utmost care, sharing only what is necessary to protect children in line with GDPR and the principles of *Working Together to Safeguard Children* (2018).

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## 10. Policy Monitoring and Review

This policy is reviewed annually or in response to changes in:

- Legislation
- Local safeguarding procedures

## **11. Policy Review**

- This policy will be reviewed annually, or sooner if there is a change in legislation or best practice.

**Approved by:** Ghafoor Sheikh

**Signature:**

A handwritten signature in cursive script, appearing to read 'Ghafoor Sheikh', written in black ink.

**Date:** 01/09/2025