

# Language School Safeguarding Policy

## 1. Introduction

This Safeguarding Policy outlines the commitment of BRITISH IMMERSION in Spain -or STUDENT LINKS in UK- to ensure the safety and welfare of all children participating in our language exchange programmes for English and Spanish children. The policy sets out the procedures and guidelines that staff, volunteers, and contractors must follow to create a safe and secure environment for children involved in our programmes.

## 2. Policy Statement

BRITISH IMMERSION is dedicated to safeguarding the welfare of children and young people entrusted to our care during language exchange programmes. We are committed to providing a safe and supportive environment that promotes the physical, emotional, and mental well-being of every child.

## 3. Legal and Regulatory Framework

This policy is aligned with relevant local and national laws and regulations related to child safeguarding. These include, but are not limited to:

Children Act 1989 and Children Act 2004

Working Together to Safeguard Children

Safeguarding Vulnerable Groups Act 2006

Education Act 2002

The Education (Independent School Standards) Regulations 2014

Data Protection Act 2018 and General Data Protection Regulation (GDPR)

## 4. Key Principles

Our safeguarding approach is underpinned by the following key principles:

The welfare and safety of the child are paramount.

All children, regardless of gender, age, disability, race, religion, or belief, have the right to protection from harm and abuse.

Every child has the right to be heard, and their views should be taken into account in matters that concern them.

All staff, volunteers, and contractors have a responsibility to report any concerns or suspicions of abuse or harm to the appropriate authorities.

## 5. Roles and Responsibilities

Designated Safeguarding Officer (DSO): ANA MARTIN is responsible for implementing and overseeing the safeguarding policy, managing concerns, and providing guidance and support to staff, volunteers, and contractors.

Staff and Volunteers: All individuals involved in the exchange programs are responsible for creating a safe environment, identifying and reporting concerns, and participating in appropriate safeguarding training.

Participants' Parents/Guardians: Parents or guardians of participating children are encouraged to communicate any relevant information about their child's well-being, health, or specific needs.

## 6. Recruitment and Training

All staff, volunteers, and contractors involved in the exchange programs will undergo a thorough background check, including criminal record checks, in accordance with relevant laws and regulations.

All individuals working with children will receive regular training on child safeguarding procedures, recognizing signs of abuse, and responding to concerns appropriately.

## 7. Communication and Reporting

Clear channels of communication will be established between staff, participants, parents/guardians, and the DSO to ensure any concerns are reported promptly and appropriately.

Any individual who suspects or witnesses abuse, neglect, or harm to a child must report their concerns to the DSO or their designated deputy.

## 8. Responding to Concerns

The DSO will assess concerns received and determine the appropriate course of action, which may include involving relevant authorities, providing support to the child, and notifying parents/guardians.

Confidentiality will be maintained throughout the process, with information shared only on a need-to-know basis.

## 9. Preventing Bullying and Harassment

BRITISH IMMERSION is committed to preventing all forms of bullying, harassment, and discrimination among participants. Clear anti-bullying and anti-harassment guidelines will be communicated to all involved parties.

## 10. Code of Conduct

All staff, volunteers, and contractors will adhere to a strict code of conduct that outlines expected behaviors and interactions with participants.

## 11. Review and Monitoring

This Safeguarding Policy will be regularly reviewed and updated in line with changes in legislation, best practices, and lessons learned from incidents.

## 12. Conclusion

By following this Safeguarding Policy, BRITISH IMMERSION is committed to creating a safe and nurturing environment for children participating in our English and Spanish language exchange programs. Our goal is to ensure their well-being and provide them with a positive and enriching experience.

BRITISH IMMERSION Safeguarding Officer:

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