

Safeguarding & Child Protection Policy

Lauren Feeley Learning

Version 1.0

Last updated: 13 July 2026

1. Safeguarding Statement

At Lauren Feeley Learning, the safety, wellbeing and dignity of every child is my highest priority.

I believe that children learn best when they feel safe, respected, listened to and valued. Every interaction is built on trust, kindness and professionalism, creating an environment where learners feel confident to engage, ask questions and enjoy learning.

Safeguarding is not simply a policy—it underpins every aspect of my work and every decision I make.

2. About Lauren Feeley Learning

Lauren Feeley Learning provides personalised online educational support for children and young people.

Sessions are delivered remotely using secure online platforms, primarily Google Meet, and are tailored to each learner's individual strengths, needs and goals.

3. Professional Credentials

Lauren Feeley Learning is operated by Lauren Feeley, who holds:

- UK Qualified Teacher Status (QTS)
- Enhanced DBS Certificate (registered with the DBS Update Service)
- French Bulletin n°3 Criminal Record Certificate
- Over 10 years' education experience
- Extensive experience across mainstream, specialist and alternative education
- Significant experience supporting children with SEND, SEMH and neurodiverse learning needs

Professional safeguarding knowledge is maintained through regular training and ongoing professional development.

4. Safeguarding Principles

Lauren Feeley Learning is committed to:

- Putting children's welfare first.
- Treating every learner with dignity and respect.
- Creating a safe online learning environment.
- Listening carefully to children.
- Acting on concerns appropriately.
- Maintaining professional boundaries.
- Promoting inclusion and equality.
- Working in partnership with families wherever possible.

5. Online Safety

To help keep everyone safe during online lessons:

- Lessons take place using Google Meet or another agreed professional platform.
- Meeting links are private and must not be shared.
- Lessons are delivered using professional business accounts.
- Parents should know when sessions are taking place.
- Younger learners should have a responsible adult nearby if needed.
- Learners are encouraged to work in an appropriate learning space wherever possible.
- Lessons are not recorded unless agreed in writing beforehand.

Where lessons are delivered to learners under the age of 18, a parent or responsible adult should remain contactable throughout the session and ensure that Lauren Feeley Learning has an up-to-date emergency contact number.

6. Professional Boundaries

Lauren Feeley Learning maintains clear professional boundaries at all times.

This includes:

- Communicating respectfully.
- Using professional email accounts.
- Avoiding communication through personal social media.
- Never asking learners to keep secrets.
- Never arranging private meetings outside agreed educational sessions.
- Maintaining appropriate language and behaviour at all times.

7. Confidentiality

Information shared during lessons is treated confidentially.

However, confidentiality cannot be guaranteed where there is reason to believe:

- A child is at risk of harm.
- Another person is at risk of harm.
- A criminal offence has occurred.
- Disclosure is required by law.

Where possible, parents will be informed before information is shared unless doing so could place a child at greater risk.

8. Recognising Safeguarding Concerns

Safeguarding concerns may include:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect

- Domestic abuse
- Online exploitation
- Bullying
- Self-harm
- Radicalisation
- Any concern affecting a child's safety or wellbeing

Lauren Feeley Learning does not investigate concerns but will respond appropriately to information received.

9. Responding to Concerns

If a learner shares information that raises a safeguarding concern, I will:

1. Listen carefully and take what they say seriously.
2. Remain calm, supportive and reassuring.
3. Never promise confidentiality if I believe someone may be at risk of harm.
4. Record information accurately, using the learner's own words wherever possible.
5. Seek appropriate advice where necessary.
6. Take appropriate action in line with safeguarding guidance and legal responsibilities.

Where a child appears to be at immediate risk of harm, or where there is reason to believe that urgent intervention is required, the appropriate emergency services or safeguarding authorities will be contacted without delay.

As Lauren Feeley Learning provides online educational support to families in different countries, safeguarding concerns will be referred to the most appropriate safeguarding or emergency authority based on the learner's location. Wherever it is safe and appropriate to do so, parents or carers will be involved and kept informed throughout the process. However, if informing a parent or carer could place a child or another person at greater risk, information may be shared with the relevant authorities without prior notification.

Lauren Feeley Learning does not investigate safeguarding concerns. My responsibility is to recognise concerns, respond appropriately, maintain accurate records and, where necessary, pass information to the appropriate professionals who are responsible for safeguarding children.

10. Working with Parents

Lauren Feeley Learning believes that safeguarding works best when parents and professionals work together.

Parents are encouraged to:

- Share any relevant information that may affect learning or wellbeing.
- Keep emergency contact details up to date.
- Raise concerns openly.
- Inform Lauren Feeley Learning of any changes that may affect their child.

11. Record Keeping

Where safeguarding concerns arise:

- Accurate factual records will be kept.
- Records will be stored securely.
- Access will be restricted.
- Information will only be shared where necessary.

Safeguarding records are kept separately from routine lesson records.

12. Equality, Inclusion & Respect

Lauren Feeley Learning welcomes children and families from all backgrounds.

Every learner deserves to feel:

- Safe
- Included
- Respected
- Valued

Discrimination, bullying, harassment or prejudice will never be tolerated.

Reasonable adjustments will always be made wherever possible to support individual needs.

13. Policy Review

This policy is reviewed annually or sooner if:

- safeguarding guidance changes,
- legislation changes,
- significant changes are made to the business,
- or following any safeguarding incident.

Contact

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