



Safeguarding & Online Safety Policy

Last updated: 3 September 2025

Safeguarding & Online Safety Policy

1. Purpose

ON22 Academy is committed to creating a safe, respectful online learning environment. This policy sets out the measures we take to prevent harm, identify risks early, and respond proportionately to concerns. It applies to all students, tutors, staff, and parents/guardians using ON22 platforms.

2. Key Principles

- Prevention first: safer recruitment, verified identities, and tutor training.
- Proportionate protection: age-appropriate controls, parental visibility, and secure technology.
- Clear reporting: simple routes to raise concerns with prompt acknowledgements.
- Data minimisation: collect only what is necessary; store securely with retention limits.

3. Procedures & Controls

All tutors complete identity checks, qualification verification, reference checks, and enhanced DBS (or international equivalent). Tutors complete safeguarding induction annually and agree to ON22's Code of Conduct. Lessons are delivered on approved platforms with waiting rooms, locked rooms, and controlled screen-sharing. Parent presence is welcome, and one-to-one lessons follow visibility and time-of-day guidelines.

4. Roles & Responsibilities

- ON22 Leadership: Appoint a Designated Safeguarding Lead (DSL), maintain this policy, and audit compliance.
- Tutors: Follow the Code of Conduct, complete training, and report concerns immediately.
- Parents/Guardians: Ensure a suitable learning space and raise concerns promptly.
- Students: Behave respectfully online; report anything that feels unsafe.

5. Reporting Concerns

To report a concern, email safeguarding@on22.com. For immediate risk, contact emergency services first, then inform ON22. We acknowledge concerns within one working day and outline next steps.

FAQs

Q: How does ON22 keep online lessons safe?

A: Vetted tutors, secure platforms, parental visibility, and clear reporting routes.

Q: Are tutors DBS-checked?

A: Yes — enhanced DBS (or international equivalent) plus ID, references, and qualifications.

Q: Can lessons be recorded?

A: Where appropriate and lawful, lessons may be recorded for safeguarding and quality assurance with strict retention limits.

Q: How do I raise a concern?

A: Email safeguarding@on22.com. Urgent risk → contact emergency services first.

ON22 Academy is an online learning provider. We are not registered as an independent school with the UK Department for Education, but we follow safeguarding and wellbeing practices aligned with UK school standards.