

Guide for Parents

Choosing a Private Tutor

Parents/Carers may consider employing a Tutor for a variety of reasons, including assisting their child with schoolwork, to help build confidence with a particular subject, to help improve potential exam grades or help them develop skills such as playing an instrument. Engaging a Tutor is a private arrangement. You are solely responsible for ensuring this is a safe arrangement and that relevant checks are in place to ensure your child is protected.

There are no legal regulations around certain types of activities with children. Even people who have committed a criminal offence can legally work in some roles eg Children's Entertainer, Private Tutor. Anyone can set up a professional looking website with "genuine" reviews and testimonials.

Choosing a Private Tutor or coach

- Always interview the Tutor or coach
- Ask to see personal references and confirm their authenticity by contacting the referees
- Ask to see their original qualification certificates
- Ask to see their CV and employment record. If there are career gaps, ask reasons and seek evidence
- If the Tutor is a qualified teacher, ask to see a copy of their Teaching Agency Registration and a copy of the DBS (Disclosure and Barring Service) check
- If the Tutor has recently been or is currently employed in a school, speak to the Headteacher for a reference
- If the Tutor is freelance or works as a supply teacher, ask to see their DBS.

Don't assume that because someone is well known that you can trust these checks are in place.

Keeping your child safe

Tuition at home is best undertaken in a quiet location suitable for study, away from the distractions of television, radio and social media. **A bedroom is never appropriate.**

It is essential that you or another trusted adult always remains on the premises.

- Always ensure your child is aware of any arrangements made for tuition.
- Any online session must be arranged between yourself and the Tutor directly, not with the child.
- Any contact outside of activities should be directly with you, not the child
- Any chaperone arrangement offered by the Tutor should be declined

Professionals should welcome your vigilance as it also provides protection for them. If they do not appear to understand your request or are resistant, you should be wary of this.



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Supporting your child

You can also support your child to be clear on how professionals should behave to spot the signs and let you know boundaries are being blurred. For example:

- A Tutor is not a friend, they should always behave in a professional way like a teacher
- They should never ask for a child's personal information or contact details, or share their own directly with a child
- They should never message your child privately or on social media networks
- They should never ask to meet without your approval

If anything happens or is said that makes your child feel uncomfortable, scared or upset they must tell you or another trusted adult as soon as possible.

More advice

<https://www.gov.uk/government/publications/keeping-children-safe-in-out-of-school-settings-code-of-practice>

<https://www.nspcc.org.uk/keeping-children-safe/away-from-home/find-tutor-child/>

What to do if your child tells you something inappropriate happens

If you are concerned that the Tutor/coach has engaged in poor practice, ie has not done the right thing, we advise parents to cancel the activity or keep your child away from the activity until advice has been sought

Any adult who behaves in an inappropriate or abusive manner with a child must be reported to Children's Social Care. If your child tells you of inappropriate behaviour, reassure them that it is not their fault.

Inform the **Local Authority Designated Officer (LADO)** if you have any concerns where it is believed that a person working with children has:

- Behaved in a way that has harmed a child or may have harmed a child
- Possibly committed a criminal offence against or related to a child
- Behaved towards a child in a way that indicates they may pose a risk of children
- Behaved or may have behaved in a way that indicates they may not be suitable to work with children

Contact details for Local Authority Designated Officers (LADO)

Email: allegation.management@oldham.gov.uk

Phone: 0161 770 8870 / 0161 770 0008

If you are concerned about the welfare of a child, please contact Duty and Advice on 0161 770 7777

If you feel a crime has been committed, contact the Police on 101 or 999 if there is immediate danger