

Child Protection Policy and Plan

The Bee's Keys Swindon LTD (trading as The Bee's Keys)
Suite 22, Crowood House, Gipsy Lane, Swindon, SN2 8YY

Preamble

The Bee's Keys values the wellbeing and safety of all students. This Child Protection Policy and Plan outlines our commitment to safeguarding children and young people.

Definitions

Child: anyone under 18 years old

Adult: anyone 18 years or older

Position of trust: adults in teaching roles at The Bee's Keys

Scope

This policy applies to all lessons and activities delivered by The Bee's Keys, including in-person and online lessons.

Safeguarding lead

The Studio Owner (Sarah Loddington) is the Safeguarding Lead for The Bee's Keys.

If a child is in immediate danger, call 999.

Screening

All teachers and volunteers working with children must be appropriately screened. This includes, as applicable:

Enhanced DBS check (with barred list check where required)

Interview

Two references

Teaching and supervision

All children under 12 must be collected by a parent/guardian.

Lessons should take place in a visible environment.

Online lessons should take place in an appropriate communal space.

Physical contact

Limited instructional contact (for example adjusting hand position) may be used only when necessary and with the student's consent. Inappropriate physical contact is prohibited.

Reporting

All teachers/volunteers must report safeguarding concerns immediately.

Record keeping

Safeguarding-related records will be stored securely and confidentially.

Review

This policy will be reviewed annually to ensure it remains relevant.

Updated: 26 May 2026
Next review: August 2027