

# SEA+ Safeguarding Policy



## 1. Policy Statement

At the SEA, we are fully committed to safeguarding and promoting the welfare of every student who uses our platform; Safeguarding is at the centre of everything we do and we aim to provide a safe, positive, and inclusive online environment where students can learn, collaborate, and succeed in their GCSE Maths studies without risk of harm.

This policy sets out the principles, procedures, and safeguards in place to protect our students, while ensuring that personal data and communication are handled responsibly and securely.

## 2. Scope of Policy

This safeguarding policy applies to:

- All students using the SEA+ platform
- Parents and guardians of students
- All SEA+ staff, contractors, and moderators
- All participants in the SEA+ community server

### **3. Data Protection & Privacy**

- Sam Ellis Limited collects and stores the **minimum** personal information necessary for account creation and payment processing. This includes only:
  - Full name
  - Email address
  - Payment details (processed securely through a third-party provider, stripe)
- No photographs, postal addresses, phone numbers, or sensitive personal information are required from students.
- Payment processing is handled securely through Stripe. SEA+ does not store or retain payment card details on its servers.
- For further details, students and parents may review Stripe's Privacy Policy and Data Security information at: <https://stripe.com/privacy>
- Students' progress and activity on the platform (e.g., video completion, question attempts, past paper submissions) are tracked for educational and quality purposes only.
- No third-party advertising or behavioural tracking is used on the platform.

### **4. Community Server Safeguarding**

The SEA+ community server exists to encourage collaboration and peer support in a safe, monitored environment.

- The server is moderated daily by a trained SEA+ moderator.
- The moderator reviews messages, flags inappropriate content, and ensures compliance with the community code of conduct.
- Any form of bullying, harassment, discrimination, or abusive behaviour results in an immediate and permanent ban from the server.
- If bullying or harassment occurs, which it has not as of 21/08/2025:
  - The offending member is banned without appeal.
  - The affected student is contacted directly by SEA+ staff to check their wellbeing.
  - The student is provided with guidance to access appropriate support services. These include:
    - Childline ([www.childline.org.uk](http://www.childline.org.uk), 0800 1111)
    - NSPCC Helpline ([www.nspcc.org.uk](http://www.nspcc.org.uk), 0808 800 5000)
    - Samaritans ([www.samaritans.org](http://www.samaritans.org), 116 123)
    - YoungMinds ([www.youngminds.org.uk](http://www.youngminds.org.uk), text YM to 85258 for free support)
- Moderators are required to maintain records of incidents, including the action taken, in order to monitor safeguarding trends and improve procedures. (Although this is yet to have been required as of 21/08/2025)

## **5. Teacher-Student Communication Safeguards**

- SEA+ maintains a strict "no verbal contact" rule between students and teachers to eliminate safeguarding risks.
- All direct teaching is delivered through pre-recorded video lessons and structured written resources.
- Teachers do not communicate with students individually via private messaging, phone, or video call but rather a singular "SEA+ Team" account that is operated by many moderators ensuring accountability and preventing any means of abuse.
- Written communication (such as discussion threads or announcements) are visible to all students and monitored by moderators.
- Students are reminded regularly not to share personal contact details or attempt to initiate private contact with teachers.

## **6. Roles & Responsibilities**

- Moderators: Responsible for daily review of community server activity, responding to inappropriate behaviour.

## **7. Reporting Concerns**

- Students, parents, or staff can raise safeguarding concerns at any time by contacting SEA+ in any way possible.
- There is a public email: [samellisacademy@gmail.com](mailto:samellisacademy@gmail.com) that is easy to use
- Concerns will be treated with the highest priority, investigated promptly, and resolved in line with this policy.
- SEA+ will escalate serious concerns to external agencies or safeguarding authorities if necessary.

## **8. Support for Students**

- SEA+ recognises that safeguarding is not only about preventing harm but also about supporting student wellbeing.
- If a student is the victim of bullying or harassment, SEA+ will provide direct support, signpost appropriate resources, and maintain communication to ensure the student feels safe.
- SEA+ does not provide counselling or therapy but works to ensure students can access specialist services where required.

## **9. Policy Enforcement**

- Violations of this policy by students, staff, or contractors are treated seriously.
- Students who breach the community standards (e.g., through bullying) will be banned from the community server and may be removed from the SEA+ platform.
- Staff or contractors who breach safeguarding standards will face disciplinary action, up to and including termination of contract.

## **10. Policy Review**

- This safeguarding policy is reviewed annually or more frequently if required by changes in law, regulation, or operational practice.
- Updates will be communicated to all students, parents, and staff.

## **11. Contact Information**

For safeguarding concerns or urgent queries, please contact:  
Sam at [samellisacademy@gmail.com](mailto:samellisacademy@gmail.com)