

Malpractice Policy

Teach Major is committed to upholding the highest standards of integrity and professionalism in all interactions with children. This Malpractice Policy is designed to ensure the safety and well-being of children participating in our programs, address any instances of malpractice promptly and effectively, and also govern the conduct between staff members.

Scope:

This policy applies to all individuals associated with Teach Major, including but not limited to Directors, Teachers, Administrative Staff, Childcare Assistants, Cover Staff, Peripatetic Staff, and any third-party contractors involved in delivering music education services.

Definition of Malpractice

Malpractice, within the context of Teach Major's music education services, includes but is not limited to:

- Any form of abuse, neglect, or harm to a child.
- Violation of ethical standards and professional conduct.
- Any behaviour that compromises the safety, well-being, or trust of children.
- Fraudulent activities or dishonest practices.
- Unethical conduct between staff members.

Ethical Conduct Guidelines

All staff members are expected to adhere to the following ethical conduct guidelines:

- Treat every child with respect and dignity.
- Provide a safe and inclusive learning environment.
- Abide by the principles outlined in Teach Major's Code of Conduct.
- Avoid any behaviour that may be deemed harmful, discriminatory, or inappropriate.

Conduct Between Staff Members

Staff members are also expected to maintain a professional and respectful demeanour towards each other. Unacceptable behaviours include but are not limited to:

- Harassment or discrimination based on race, gender, age, or any other protected characteristic.
- Bullying or intimidation.
- Unprofessional communication or behaviour.

Reporting Procedures

Any staff member who becomes aware of or suspects malpractice must follow the reporting procedures outlined below:

- Report the concern to Teach Major's Designated Safeguarding Lead (DSL) immediately.
- If the concern involves the DSL, report it to Teach Major Directors.
- Document the details of the concern, including date, time, location, and involved parties.
- Do not attempt to investigate independently. Leave the investigation to designated authorities.

Investigation Process

Upon receiving a report of malpractice, Teach Major will initiate a thorough investigation, adhering to the following process:

- Appoint an independent investigator or investigative team.
- Conduct interviews with relevant parties, including the accused and the accuser.
- Ensure confidentiality during the investigation, sharing information only with those directly involved.
- Conclude the investigation promptly and objectively.

Disciplinary Action

If malpractice is substantiated, Teach Major will take appropriate disciplinary action, which may include but is not limited to:

- Termination of employment or contract.
- Legal action if necessary.
- Notification to relevant authorities.

Record Keeping

Detailed and secure records of all malpractice reports, investigations, and outcomes will be maintained in compliance with data protection regulations.

Staff Training and Awareness

All staff members will undergo training on this Malpractice Policy during their induction. Regular reminders and updates will be provided to reinforce the importance of compliance.

Continuous Review and Enhancement

This Malpractice Policy will undergo an annual review and more frequent updates as needed, reflecting Teach Major's commitment to continuous improvement in safeguarding practices.

Contact numbers:

Teach Major Head Office 0208 243 8791

