**Associates engaged in online music teaching during Coronavirus schools closure. 06.04.20**

**Please use this template to let schools know that you are delivering online lessons to students you previously taught at school.**

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| **Name of Associate Tutor / Provider** | | |  | |
| **Date this form was completed** | | |  | |
| **Name of school** | | |  | |
| **I now have online tuition / teaching agreements with parents/carers of the following pupils who I normally teach in your school. If any of these pupils are known to be vulnerable, or may require additional support / intervention, please let me know as a matter of urgency** | | | | |
| **I have updated my own safeguarding policy to include online teaching practice and have communicated this clearly to parents/carers** who are now aware that I am also making you aware of the arrangement. | | | | |
| **First name INITIAL ONLY** | **Surname** | **Year Grp** | **Date that online lessons started/will start** | **Parent / Carer consent obtained? Y/N** |
| *F* | *Baggins* | *4* | *Day month year* | *Y* |
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| **I propose to use the following platform(s) for my teaching, and have appropriate security measures / passwords etc in place :** e.g Zoom / Facetime / Skype |
|  |

I am an [approved Associate of Wiltshire Music Connect](https://wiltshiremusicconnect.org.uk/directory/) (the Music Education Hub for Wiltshire. Details of Associates credentials are [here](https://wiltshiremusicconnect.org.uk/why-associates/).

In making these arrangements I have followed [safeguarding guidance for Associates](https://wiltshiremusicconnect.org.uk/safeguarding/child-protection-policy/) from Wiltshire Music Connect (approved by Wiltshire Council)

Delete / add as appropriate:

I am also following guidance from my official professional membership organisations (insert name, eg Musicians Union (MU) / Incorporated Society for Musicians (ISM))

**In the event of any safeguarding concerns, my first point of contact will be your school’s Designated Safeguarding Lead or my usual contact within the school who is XXXXXXXXXXX contact details phone email xxxxxxxxxxxxxx**

**I will only contact MASH through the numbers below if I am** unable to contact (or receive no response from) the school about my concerns.

**Concerns about adults**: Designated Officer for Allegations (direct): 01225 713 945

**Concerns about young people** Multi-agency Safeguarding Hub (MASH): 0300 456 0108

**Out of Hours Duty number for both**: 0845 607 0888

**Police (with any urgent / immediate concerns)**