

Safeguarding Policy

Policy	Safeguarding
Originated	November 2009
Lead Manager	Vice Principal Student and Learning Support
Reviewed by Corporation	December 2010
Updated	November 2010
Next Review by Corporation	December 2011

Safeguarding at City College

1.0 Aims and Objectives

- 1.1 Everyone in the education service shares an objective to help keep children and young people safe by contributing to:
 - providing a safe environment for children and young people to learn; and
 - identifying children and young people who are suffering or likely to suffer significant harm, and taking appropriate action with the aim of making sure they are kept safe
- 1.2 This policy sets out the college's commitment to ensuring and promoting the safeguarding of learners who are involved in courses or activities which come under the responsibility of the College.
- 1.3 The policy has been developed to ensure that the College complies with its statutory duty under Section 175 of the Education Act 2002 (law from 1st June 2004) and the Dfes document Safeguarding Children and Safer Recruitment in Education (January 2007) which lay out the responsibilities of colleges of further education to safeguard and promote the welfare of children and young people.

2.0 Scope

- 2.1 City College has the responsibility for the provision of a safe learning environment for all students and staff but especially students under the age of 18 and vulnerable adults. This includes students with the college on work placements or students who are undertaking extended work placements arranged by the college
- 2.2 Safeguarding policy further develops and widens the scope for students under the age of 18 and vulnerable adults who are also covered by the Child and Young Person Protection Policy and the Protection of Vulnerable Adults Policy.
- 2.3 A 'child' is any student who is under the age of 18 and a vulnerable adult is any person aged 18 years or over, who may by reason of mental or other disability, age or illness be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation
- 2.4 All college staff have a role to play in safeguarding and must understand and comply with the appropriate policies
- 2.5 Governors and the College Leadership team have specific responsibilities which are laid out in section 5.0

3.0 Principles

- 3.1 We believe that all our students including young people and adults should be safe and protected in the college and that their welfare and well-being is of paramount importance.
- 3.2 We aim to create an environment where students and staff feel safe and protected, where they are listened to and their views respected
- 3.3 All staff at the college have a responsibility in relation to safeguarding, in promoting the welfare of children and young people and for ensuring that they are protected from harm and to follow the college's policies and procedures
- 3.4 We will actively work with relevant statutory, governmental and voluntary agencies who also have responsibility for safeguarding to ensure the best needs of the students are met
- 3.5 We will respect the decisions made by young people about their own safety and wellbeing unless this is in conflict with our statutory duties
- 3.6 We will work in partnership with parents or carers but in any conflict between the needs of the child or young person and those of parents/carers or professionals, the needs of the young person will always come first.

4.0 Strategies for Safeguarding and Protecting Children

- 4.1 City College aims to create an environment where learners are safeguarded and protected. We will ensure that arrangements are in place to take all reasonable and practicable measures to ensure that:
 - safeguarding is given priority and is effectively monitored and managed by the college leadership and governors
 - risks of harm to young people are minimised
 - procedures are in place to take all appropriate actions to address concerns about the welfare of young people,
 - we can identify and respond to young people who may be suffering significant harm and take appropriate actions.
- 4.2 We will fulfil these obligations by developing and implementing procedures to:
 - ensure there are designated Child Protection managers in the college at a senior level in accordance with our Child and Young Person Protection Policy and the Protection of Vulnerable Adults Policy (see 4.3)
 - identify instances where there are grounds for concern about a young person's or vulnerable adult's safety or well-being and initiate actions to address these concerns.

- identify and refer where we discover or suspect that a young person (including our 14-16 students) or vulnerable adult has suffered abuse in accordance with our Child and Young Person Protection Policy and the Protection of Vulnerable Adults Policy
- identify and appropriately assess the safety and well-being of individual students who may be at risk or causing risk, either to themselves or others
- prevent unsuitable people working with young people and vulnerable adults including staff and volunteers
- ensure a safe learning environment at all learning sites through appropriate risk assessments of the physical environment and positive promotion of safe practices
- raise awareness of and deal effectively with bullying, discrimination and risks associated with computer use
- contribute to effective partnership working with all those involved in providing services for young people including the Local Safeguarding Children Board
- ensure that all staff, including lead designated staff, senior managers and governors, receive training and support appropriate to their role and which, where relevant, meets Local Safeguarding Children Board standards
- ensure there is effective monitoring and reporting on safeguarding and that the responsibilities of governors are fulfilled

4.3 Designated Staff

The college Designated Child Protection Manager is our Head of Intensive Support, Liam Ryan. The senior manager responsible for Safeguarding and protection of young people and vulnerable adults is the Vice Principal Student and Learning Support

5.0 Monitoring and Reporting

5.1 Compliance with procedures will be monitored via the college corporation committee structure. A report will be presented annually to the College Senior Leadership Team and to Corporation.

5.2 In accordance with the Section 175 Education Act 2002, an annual report will be produced for the College Corporation to include the following:

- Review of legal responsibilities and any new legislative changes that are relevant.
- Update on the policy and procedures that are in place for allegations against staff and whistle blowing
- Report on any allegations against staff and any identified changes in policies or practice

- Update on the procedures and compliance with safe vetting and recruitment
- Update on impact of anti-bullying policies and procedures
- Update on roles of the Designated senior members of staff including training and effectiveness
- Review of the nature and effectiveness of links to other relevant agencies
- Review of the numbers and quality of the appropriate training
- Report on the number of cases and how effectively they were dealt with and any implications for identified groups or required
- Summary view of the College's response to Safeguarding Children requirements and any recommendations that the Governing Body must endorse.

6.0 Information sharing

- 6.1 Information will be shared with college staff, parents/carers and/or relevant partner agencies only where needed to:
- support early intervention to help children, young people and families who need additional services to achieve positive outcomes
 - ensure we fulfil our duty to safeguard children and promote their welfare

The Data Protection Act is not a barrier to sharing information, but is in place to ensure that personal information is shared appropriately. Personal data will be held and used in accordance with the Data Protection Act and only shared with appropriate staff on a need to know basis.

7.0 Review

This policy and the associated procedures will be reviewed on an annual basis and be amended in accordance with legislative changes, changes to locally agreed inter-agency procedures and best practice in the further education sector.

8.0 Links to other Policies

- Teaching and Learning Strategy
- Child and Young Person Protection Policy
- Protection of Vulnerable Adults Policy
- Be Safe Be Heard
- Equality and Diversity
- Recruitment and Vetting of staff
- Whistleblowing
- Dealing with allegations against members of staff