

Skills for Security

The safeguarding journey of a Work Based Learning provider



Who are Skills for Security?

Worcester based Skills for Security is the skills body for the security industry. We work with employers to improve security skills and standards of professionalism by working with the industry to create national occupational standards (NOS) and by providing access to security apprenticeships (in both the security guarding and security systems sectors), training courses and qualifications for people employed in private security roles across the UK.

We deliver apprenticeships to learners from the age of sixteen years. The company has 28 members of staff with eight members of staff being dedicated to the delivery of apprenticeships. We specialise in work based learning and delivery is through a network of colleges and employers around the UK including our own dedicated training and workshop facility in Birmingham.

What have we done?

Our HR Manager attended the “*LSIS Safeguarding and HR Practice and Procedures*” course in September 2010 to update her knowledge and following discussions with key members of staff, this ultimately resulted in a brand new ‘whole organisational approach’ to safeguarding. By March 2011 a Committee with top down commitment at Board level had been formed and a dedicated Safeguarding team had been created consisting of three designated safeguarding persons. This new team attended the “*LSIS Designated Safeguarding Persons*” course, “*LSIS Safeguarding in the Learning and Skills Sector*” course and the “*LSIS Safeguarding and Risk Assessment*” course to bring our knowledge and thinking up-to-date with current legislation and best practice. The LSIS training equipped the team with the relevant skills to further develop our Safeguarding policies, procedures and processes whilst ultimately focussing on the impact these had on our learners. Little did we know that five months’ later we would be inspected by OFSTED.

The safeguarding team began the process of writing a ‘*safeguarding action plan*’, which outlined all of the key deliverables needed to deliver effective Safeguarding to our learners and this was largely based on the LSIS training. The action plan was due for completion by December 2011.

Our immediate priority was to deliver basic safeguarding awareness training to all staff and assessors. We then delivered specific training which looked at how to manage 'telephone' and 'in-person' disclosures. This was delivered to staff and assessors who had regular contact with learners. We set up a dedicated 24 hour 0800 safeguarding number and email address so that our learners could contact us if they needed assistance and this was communicated via a dedicated learner website, posters, and a specially designed business card which was given to all learners, assessors and staff. An electronic incident log was set up and all incidents, regardless of severity, were logged and assessed by the safeguarding team. Progress on the incident log and action plan is overseen by the Safeguarding Committee, which meets on a regular basis.

We also established sound links with key external bodies, such as our Local Safeguarding Children Board, a mentor from a Grade 1 Ofsted inspected training company and LSIS. Additionally, our boardroom safeguarding champion carries out two internal audits per year and the Executive Management team reviews safeguarding incidents on a monthly basis.

The impact

We could see noticeable changes in our organisation soon after the initial training. Staff knew how to handle incident reports and assessors were more confident in face to face discussions with learners. Everyone knew what Safeguarding was and it was part of their daily routines – Safeguarding was embedded.

Five months after setting up the designated safeguarding team and half way through our action plan we were notified that OSFTED would be inspecting us.

The OFSTED inspection came and we undertook the inspection meetings in the knowledge that everything we had done over the past five months was based on sound information and guidance from the LSIS training we had completed earlier on in the year. We were quietly confident, however, you still worry that you may have missed something!

OSTED gave us a grade 2 (Good) for Safeguarding. In our debriefing meeting the lead inspector commented on our good systems for recording incidents and that we were in the top 15 % of organisations in the UK. This was really good news for everyone particularly our learners and something to be proud of especially as we are a small company. Our safeguarding agenda continues with further work planned around inductions, employer support and quality control.

For further information please contact:

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