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<b>Responsibility:</b>	<b>Deputy Principal</b>

## **SAFEGUARDING POLICY**

### **1. SAFEGUARDING POLICY STATEMENT**

- 1.1 Leicester College has a statutory and moral duty to ensure that the College functions with a view to safeguarding and promoting the welfare of children and vulnerable adults receiving education and training at the College. This policy applies to all College activity including ESF contracts.
- 1.2 Throughout these policies and procedures, reference is made to "children and young people". This term is used to mean "those under the age of 18". The Governing Body recognises that some adults are also vulnerable to abuse. Accordingly, the procedures are also applied to the protection of vulnerable adults. The Care Act 2014 identifies 'an adult at risk.' An adult at risk of abuse or neglect is defined as someone who has needs for care and support, who is experiencing, or at risk of, abuse or neglect and as a result of their care needs - is unable to protect themselves.

The definition of an Adult at Risk includes (but is not exclusive to) individuals with any of the following:

- Learning Difficulties
- Physical Impairments
- Sensory Impairments
- Mental Health Needs
- Age Related frailty
- Dementia
- Brain Injuries
- Drug or Alcohol Problems
- is an expectant or nursing mother living in residential care, or

- is receiving direct payments from a local authority or health and social care trust in lieu of social care services
- 1.3 The Governing Body is committed to ensuring that the College:
1. Provides a safe environment for children, young people and vulnerable adults to learn in
  2. Identifies children, young people and vulnerable adults who are experiencing, or likely to experience significant harm or radicalisation.
  3. Takes appropriate action to see that such children, young people and vulnerable adults are kept safe, both at home and at the College.

These commitments apply equally to situations where students are taught online, on campus or in the work place.

- 1.4 In pursuit of these aims, the Governing Body will approve and annually review policies and procedures with the aim of:
1. Raising awareness of issues relating to the welfare of children, young people and vulnerable adults and the promotion of a safe environment for these groups learning within the College;
  2. Aiding the identification of children, young people and vulnerable adults at risk of significant harm or radicalisation, and providing procedures for reporting concerns;
  3. Establishing procedures for reporting and dealing with allegations of abuse against members of staff;
  4. The safe recruitment of staff
- 1.5 In developing the policies and procedures, the Governing Body has consulted with, and taken account of, guidance issued by the Department for Education and other relevant bodies and groups. The procedures have been developed in cooperation with the Leicester City, Leicestershire and Rutland Local Safeguarding Children Board (LSCB).
- 1.6 The Governing Body will appoint a designated Governor with responsibility for liaising with the Principal and designated Senior Staff Member with Lead Responsibility over matters regarding safeguarding, to:
1. Ensure that the College has procedures and policies that are consistent with the Leicester City and the Leicestershire and Rutland Local Children Safeguarding Partnership Boards' procedures

2. Ensure that the Governing Body considers the College policy on safeguarding each year
  3. Ensure that each year the Governing Body is informed of how the College and its staff have complied with the policy, including but not limited to a report on the training that staff have undertaken.
  4. Oversee the liaison between agencies as defined by the LSCBs in connection with allegations against the Principal or the Senior Staff Member with Lead Responsibility
- 1.7 The Governing Body will receive an annual Safeguarding Report from the Deputy Principal that reports and reviews how all safeguarding duties have been discharged.

## **2. MANAGING SAFEGUARDING**

2.1 Safeguarding will be managed within the College through the Safeguarding Committee that will meet at least four times each academic year. The Committee, chaired by the Deputy Principal, will report to the Corporation via the Senior Leadership Team and will be. Membership will be in accordance with the Committee's Terms of Reference.

2.2 The responsibility of the Committee is to:

1. Ensure the review and implementation of the Safeguarding Policy
2. Monitor and review the process of DBS checking and recording of staff, students, governors, volunteers and partners
3. Ensure the appropriate level as guided by the LSCB, child protection and vulnerable adults training is delivered, monitored and reviewed
4. Review and report on the cases identified through the case register
5. Ensure policies on bullying, harassment and discrimination are implemented, monitored and reviewed
6. Provide a safe learning environment where safe working practices are promoted in training and at work
7. Review and monitor the E-Safety Policy
8. Consider any emerging issues related to the radicalisation and the Prevent Agenda.

2.3 The Safeguarding Committee is supported by the Child and Safeguarding Policy

Vulnerable Adult Group chaired by the Director of Student Services and Marketing. Membership will be in accordance with the Group's Terms of Reference.

2.4 The responsibility of the Group is to:

1. Review cases referred via the Child Protection or Vulnerable Adults procedures to identify trends or gaps in provision
2. Disseminate good practice in the way in which cases are dealt with to other members of the Child/Vulnerable Adults Protection team
3. Identify any problems/difficulties in referring individual cases to Social Services or the Police and to suggest ways in which they may be resolved
4. Review the procedures for reporting Child/Vulnerable Adult Protection issues to ensure they are fit for purpose in the light of legislation and Ofsted requirements
5. Oversee the training for staff on Child/Vulnerable Adult Protection, ensuring that it meets legislative and Ofsted requirements.

### 3. SAFEGUARDING POLICY UMBRELLA

3.1 This is an umbrella policy supported by the following College policies:

SS003	Child and Vulnerable Adults Protection Policy
HR027	Recruitment and Selection Policies and Procedures
HR039	Safeguarding in Recruitment Policy
HR015	E-Communication Policy
IT002	E-Safety Policy
HS001	Health and Safety Policy Statement and all associated policies
SS006	Disclosure and Barring Procedure - Students
SS011	Anti-Bullying and Anti-Harassment Policy for Students
TBC	Work Experience Policy
SS012	Student Risk Assessment – Criminal Convictions Policy
EC012	Security Policy
HR037	Volunteer Procedure
GP003	Freedom of Expression Policy
	Prevent Strategy