

### What is safeguarding?

The term safeguarding children has been variously defined. Agencies (and organisations) working with children and young people take all reasonable measures to ensure that the risks of harm to the individual's welfare are minimised; all agencies (and organisations) take all appropriate actions to address those concerns, working to agreed local policies and procedures, working in partnership with local agencies.

### Policy Statement

The College has a statutory and a moral duty to ensure that the college promotes the welfare of children and vulnerable adults receiving education and training in the college. The college will take all reasonable measures to ensure that any harm or risk to an individual's welfare are minimised. The safeguarding policy should be read and implemented in conjunction with the child protection policy.

The college will proactively canvass student and staff views on safeguarding issues and act accordingly to feedback received.

### Roles and Responsibilities

Safeguarding at The College is an important aspect of the roles performed by all members of staff. The overall responsibility for overseeing the different strands of safeguarding sits with the Vice Principal, who is the College's Designated Safeguarding Lead (DSL).

The Assistant Principal Resources is a second DSL to deal with any matters in the absence of the Vice Principal on the premises. The Faculty Managers deal with day to day safeguarding and child protection issues alongside following the correct communication channels with the DSLs. The Principal has the overall responsibility for the implementation of safeguarding in the college.

### Child Protection

The Vice Principal is the senior designated member of staff responsible for:

- Overseeing the referral of cases of suspected abuse or allegations to the relevant investigating agencies
- Providing advice and support to staff on issues relating to child protection
- Maintaining an accurate record of any child protection referral, complaint or concern
- Liaising with Local Authorities and other appropriate agencies

The Principal has an overall responsibility to ensure that the legal requirements of the child protection act are met by the college.

## **Safe Recruitment**

The Principal is responsible for ensuring that all pre and post employment checks are carried out. The Executive Secretary (Personnel), under the direction of the Principal, will maintain the central list and ensure that all staff employed directly/indirectly with students have had an appropriate DBS check carried out.

The Principal is also responsible for producing and updating all policies and procedures associated with the recruitment process.

The Principal and Vice Principal should undergo safer recruitment training.

## **Health & Safety and E Safety**

The Assistant Principal, Resources is the named E- Safety Officer who is responsible for producing guidelines on E safety for students and staff. Additionally the APR is responsible for producing and updating the college's Health and Safety policy. They also line manage the College's Health and Safety co-ordinator.

Other responsibilities include assisting the Principal and the SLT discharge their duties as laid out by Statute and the Constitution of the Corporation. To achieve this by providing regular reports to the SLT on Health and Safety issues

The Health & Safety and E Safety policy incorporates the child protection, safeguarding and PREVENT duty and it forms part of training for staff, volunteers and governors.

## **Governor Responsibilities**

The governors have strategic responsibility to ensure that the college follows the legal requirements relating to safeguarding, child protection and PREVENT duty. The Governors are also responsible for monitoring the Safeguarding and the associated policies are followed and that any action points raised are addressed. This will be done via the Governors' Safeguarding Committee which meets with the DSL three times a year. There are two Safeguarding Link Governors, Marilyn Collins and Chris Groves.

## **Training**

All members of staff are required to complete basic awareness raising course in Safeguarding. In addition, they will receive an update on an annual basis (or more frequently if required). College governors receive safeguarding training on alternate years.

## **Procedures**

The college will have clear procedures in place for dealing with Child Protection issues. These procedures will be made clear and easily accessible to all staff and students.

## **Links with Other Policies**

The Safeguarding policy is linked with the Child Protection Policy, E- Safety Policy, Health and Safety Policy, Safe Recruitment Policy, PREVENT policy and the SEND policy. It also abides by and comply with the local authority and polices' policies and procedures to prevent distress caused to young people in domestic violence situations.

## Review of Policy

The policy will be reviewed on an annual basis.

Date of Last Approval/Revision	April 2016
Review interval (years)	Annually
Approval/review body	Senior Leadership Team, Safeguarding Committee
Date of next review	April 2017
Public File location	College Portal/Staff Handbook