Safeguarding Policy –
Child Protection and Adults at Risk

1. Policy Statement

1.1. Weymouth College is committed to a whole organisation approach to providing a safe and supportive learning environment that promotes the wellbeing and security of all students and staff. The College recognises that all staff members have a role in safeguarding the welfare of children, young people and adults at risk and preventing them coming to any harm or suffering abuse.

1.2. Young people and adults learn best when they feel safe, supported and free from fear, worry and concern. Weymouth College recognises that Safeguarding is about the protection from harm and abuse, but also prevention and supporting students to achieve their full potential.

1.3. Weymouth College will always respond to disclosure in a proportionate and appropriate way.

1.4. The following principles underpin this policy:

- The welfare of young people (defined by the Children Act 1989 as under 18 years of age) and adults at risk is the primary concern
- All young people and adults at risk regardless of their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity have the right to protection from abuse and harm
- Everyone has a responsibility to report concerns, but it is the responsibility of child and adult protection professionals to decide whether or not abuse has taken place.
- All incidents and allegations of suspicious/poor practice and indications of abuse should be taken seriously and responded to swiftly and appropriately.
- Confidentiality will be upheld in line with the Data Protection Act 1998.

2. Reason for the Policy

2.1. To ensure that Weymouth College adheres to its legal obligations and social responsibilities in relation to safeguarding children, young people and adults at risk.

2.2. Relevant legislation and government guidance:

- Children Act (1989) s. 44 & 47 and s. 17
- Children Act (2004) s.11
- Working Together to Safeguard Children (2013)
- Keeping Children Safe in Education (2016)
- Safeguarding Vulnerable Groups Act (2006)
- Education Act (2002) s.175
- Protection of Children Act (1999)
- Care Act (2014)

2.3. To ensure that Weymouth College complies with:

- pan Dorset Inter-Agency Safeguarding Procedures (for children)
- Dorset Multi-Agency Safeguarding Adults Policy and Procedures (2013)

3. Policy Objectives

3.1. To raise awareness of all staff of the need to safeguard children, young people and adults at risk, and their responsibilities in identifying and reporting possible cases of abuse,

3.2. To ensure all staff are familiar with the safeguarding procedure.

3.3. To contribute to assessments of young people and adults at risk conducted by external agencies,

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		Policy Author:	Personal Development, Behaviour & Welfare Co-ordinator
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Yes - EIA Date:			

3.4. To maintain effective working relationships with external partners in regard to safeguarding.
3.5. To provide opportunities for all students to learn about safeguarding as part of the curriculum.
3.6. To ensure all staff are informed of the most recent and up to date developments in safeguarding.
3.7. To ensure that Weymouth College complies with safeguarding requirements in Human Resources.

4. Policy

4.1. This policy covers all aspects of the College's activities, including the nursery, main stream provision, 14-16 programmes, apprenticeships, work placements and leisure courses.
4.2. Safeguarding will be considered primarily as the protection from harm and abuse but also preventing abuse by creating an environment of trust and confidence where students are aware of their rights and responsibilities. The College recognises that students can be the cause of abuse and harm to other students.
4.3. The College recognises the positive contribution it can make towards protecting its students from radicalisation to violent extremism. The College will continue to empower its students to create communities that are resilient to extremism and protecting the wellbeing of particular students who may be vulnerable to being drawn into violent extremism or crime. It will also continue to promote the development of spaces for free debate where shared values can be reinforced.
4.4. Weymouth College will utilise the tutorial programme, the College website and social media to deliver positive messages about safeguarding including; healthy relationships, personal safety, e-Safety and healthy living.
4.5. The procedures for safeguarding should be followed in every case (Annex A).
4.6. A "child" and "adult at risk" are defined below. (5. Definitions)
4.7. A concern with definition in regard to adults should not interfere with an objective assessment of an individual's needs and therefore a student 'at risk' may include those who do not fall within the definition in 5.0.
4.8. Children, young people and adults, who are vulnerable shall be identified and their educational progress monitored and reviewed. Resources shall be prioritised to ensure that vulnerability and disadvantage are not reasons for lack of educational achievement.
4.9. Students will be provided with intimate personal care when it is planned appropriately in advance and staff have received appropriate training.
4.10. All students under the age of 16 are required to provide consent from parents/carers that permit them to leave the college campus. Failure to do so will mean they are not allowed to leave the campus.
4.11. Children under the age of 16 who are not engaged in college activities are NOT permitted access to the learning areas of the College. Parents and/or carers of young children are to be advised that they should not bring their children into college unless as part of a special event or activity where children are invited.
- The only exception is that adult students are permitted to attend the Library with their children

5. Definitions

5.1 A **Child** is defined as
Anyone who has not reached their 18th birthday (Children Act 1989)
5.2 An **Adult at Risk** is defined as:
'someone age 18 years or over, who is or may be in need of community care services by reason of mental or other disability, age or illness and who is, or may be, unable to take care of him or herself or unable to protect him or herself against significant harm or exploitation'. (No Secrets, Department of Health 2000)
5.3 However a concern with definition should not interfere with an objective assessment of an individual's needs and 'at risk' in this policy therefore will also include those adult students who fall within one of the following categories and are considered to be **vulnerable**:
- Looked After Child/Care Leaver
- Refugee/Asylum Seeker
- Over 18 Carer
- Pregnant

- Young Parent
- Socio-economic deprivation
- Transient family background
- Homeless
- Offender
- Substance Misuse
- Mental Health
- Disability/Chronic Illness

5.4 **Abuse of Trust**

In all cases and within the definition of a child or adult at risk, the college shall consider the abuse of trust as significant harm. A relationship of trust is one in which one person is in a position of *power or influence* over the other person because of their work or the nature of their activity. (Ref. Multi Agency Safeguarding Adults Policy 2011 p.23)

The abuse of trust shall be considered gross misconduct.

5.5 **Harm**

Harm is defined as:
"a violation of an individual's human or civil rights by any other person or persons which results in significant harm" (DoH 2000)

5.6 **Radicalisation**

Radicalisation is the process by which individuals come to support terrorism or violent extremism. There is no typical profile for a person likely to become involved in extremism, or when they move to adopt violence in support of their particular ideology. Although a number of possible behavioural indicators are listed below, staff should use their professional judgement and discuss with other colleagues or external partners if they have any concerns:

- Use of inappropriate language
- Possession of violent extremist literature
- Behavioural changes
- The expression of extremist views
- Advocating violent actions and means
- Association with known extremists
- Seeking to recruit others to an extremist ideology

If the college has any significant concerns about a student beginning to support terrorism and/or violent extremism, they will discuss them with the nominated local police officer so that appropriate action can be taken.

6. Policy Owner

6.1 Assistant Principal, Performance & Delivery

7. Who Will Need To Know About This Policy

7.1. This policy will be disseminated as widely as possible and will be made known to the following as appropriate:

- All Governors
- All staff (inc. agency/temporary)
- All Parents/Carers and students (current and potential)
- All volunteers (current and potential)
- All Employers participating in work based learning, work experience opportunities or guest speakers for students at the college.
- External contractors who will be asked to provide evidence that their staff are aware of our policy, its implications and where necessary have been subject to appropriate vetting procedures and are aware of their legal responsibilities

- Visitors – who will need to have an understanding of safeguarding arrangements and should wear appropriate identification, i.e. a visitor's badge.

7.2 The College accepts full legal liability for meeting the duty and will take all reasonable action to ensure that all individuals who have contact with the College meet the requirements of the duty.

8. Responsibility

8.1. The College is committed to working together with the Dorset Safeguarding Children Board and Dorset Safeguarding Adults Board and complying with their procedures. We recognise that we have a responsibility towards all children, young people and adults attending or visiting the College, to safeguard their welfare and to take appropriate steps to ensure this can be achieved.

8.2. It is not the responsibility of the College to investigate abuse. However it has a duty to act if there is suspicion that a child/adult has suffered or is likely to suffer significant harm and to notify the appropriate agencies so that they can intervene, investigate and take appropriate action

8.3. Weymouth College Board of Governors will be responsible for overseeing that the College management team implements the safeguarding strategy, policies and procedures effectively. It will receive and review reports at appropriate intervals to be re-assured of the College's safeguarding compliance. It will ensure that one individual on the Board, Jenny Stiling – Vice Chair and designated Safeguarding link, will liaise monthly with the Designated Safeguarding Lead regarding all safeguarding matters.

8.4. The College Safeguarding Committee will have delegated responsibility for delivery of the safeguarding strategy, policies and procedures.

8.5. Safeguarding officers will normally be responsible for attending local safeguarding conferences, reviews and Looked after Children reviews.

8.6. Weymouth College will ensure all Safeguarding policies and procedures are communicated to all College. Staff, Students, visitors and stakeholders as appropriate.

8.7. The College will ensure there is a Designated Teacher for Looked after Children/Care Leavers. This person will be appropriately trained and liaise with the Designated Safeguarding lead to ensure that all relevant information is shared, including the name of the young person's social worker.

9. Human Resources (HR) Policy and Procedures

9.1 The College is committed to ensuring a safe and secure environment for all its students, staff, volunteers and visitors. A fundamental part of this is the provision of the highest quality HR policy and procedures.

9.2 The College HR department adheres to the guidance given in 'Keeping Children Safe in Education" (2016) and the responsibilities under the Protection of Children Act (1999) This means that there are a number of policies, procedures and processes that it manages or maintains to ensure compliance.

In summary these are:

- Recruitment and selection documentation makes reference to and highlights the College commitment to safeguarding
- Vetting procedures are carried out on all new staff, agency staff, contractors, volunteers and governors. All staff will be DBS checked to an enhanced level as all employment is considered to be in 'regulated activity'. All staff will also be subject to a Barred List check, where appropriate.
- All Staff will be subject to updated DBS vetting every three years.
- A single central record of all information is maintained that identifies the evidence collected to ensure vetting procedures have been carried out
- Appropriate safeguarding induction and training is carried out on an on-going basis and updated regularly
- Specialist safeguarding training will be provided for the nominated members of staff with child protection and adult at risk responsibilities, including the Designated Safeguarding Lead and a Designated Governor for Safeguarding
- Safeguarding Officers will be required to update training every 2 years or when significant changes to requirements and legislation occur, whichever is earlier
- Policy, procedures and processes are monitored and audited on a regular basis to ensure they meet current requirements and legislation

- All information and records are maintained, stored and updated confidentially in line with appropriate legislation
- Contractors who are likely to have any direct contract with children, young people and adults at risk, for any extended period, are subject to appropriate vetting and required to provide evidence of same

9.3 Staff Training and Development

9.3.1 All designated safeguarding officers will be required to attend specialist training to maintain up to date knowledge of local referral and assessment processes.

9.3.2 All staff will be required to complete safeguarding training on their induction.

9.3.3 There will be ongoing safeguarding training provided to all staff.

10. Review and Monitoring Of the Procedures

10.1 It will be the responsibility of the Designated Safeguarding lead to review and monitor the procedures and to review relevant legislation changes when they occur in order to keep this policy and associated procedures up to date. When required the advice of the Safeguarding Boards and local social care will be sought.

11. Distribution of This Policy

11.1. Staff will be made aware of this policy at induction, through the College handbook, continuous staff training, posters and site notices.

11.2. Employers, parents/carers and students will be made aware of this policy through college marketing information, website briefing documents and information sessions.

11.3. All contractors will be made aware of this policy prior to any works being undertaken on College premises.

11.4. The full policy will be available on the College's intranet (staff) and website.

11.5. This policy will be made available in other formats as appropriate.

12. Related Policies and Procedures

- Disciplinary Policy (Students)
- Disclosure and Barring Service – Storage, Handling, Use, Retention and Disposal Policy
- E-Safety Policy and Procedures (Staff and Students)
- Intimate Care Policy
- Recruitment and Selection Policy and Procedure
- Managing allegations against staff Policy
- Safeguarding Policy- Jellybabies
- Single Equality Scheme
- Student Bullying and Harassment Policy
- Staff Conduct Policy
- Staff Disciplinary Policy and Procedure
- Prevent Policy

13. History

This policy was adopted and approved:

Signed: *Nigel Evans* Date: *1 February 2017*

Nigel Evans, Principal