



On Course South West Safeguarding Policy

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Approving Body: Designated Board Member for Safeguarding

SLT contact: Kim Muller

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Comments/Concerns to: Kim Muller (Senior Safeguarding Officer)

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*This policy may need to be reviewed annually to reflect changes in government and other agencies' advice, guidance and legislation.

Policy Statement

1. SCOPE

- This policy applies to all members of On Course South West (hereafter referred to as OCSW)
- This policy sets out OCSW's commitment to Safeguarding all Service users and staff, including children participating in Family Learning activities, or cared for by means of creche facilities
- This policy is appropriate for students at OCSW who are under 18 years of age or adults at risk. Visiting apprentices under 18 years of age or who are adults at risk are covered by OCSW Safeguarding Policy whilst attending OCSW
- For the purpose of this policy, the term 'learner' has the same definition as child, young adult and adult.

2. INTRODUCTION

Safeguarding, in its broadest sense, is defined as 'To protect from harm'. In recent years, Safeguarding has been extended beyond just specific duties to children and vulnerable adults to now also include responsibilities for safeguarding domestic abuse, exploitation, radicalisation, forced marriage, trafficking and modern slavery.

Plymouth City Council (referred to as 'the council') has a number of statutory obligations as well as other agencies, to ensure safeguarding is embedded within all service areas throughout the council.

- This policy statement supports the standards and practices set out in; The Children Acts 1989 and 2004 respectively, Section 175 Education Act 2002, Safeguarding Vulnerable Groups Act 2006 and Working Together to Safeguard Children 2015; A Guide to Inter-Agency Working to Safeguard and Promote the Welfare of Children and Keeping Children Safe in Education 2016; statutory guidance for schools and places of learning; The Care Act 2014; Mental Capacity Act 2005; The Deprivation of Liberty Safeguards 2009 (DoLS); Human Rights Act 1998; The Counter-Terrorism and Security Act 2015. This Policy identifies OCSW commitment to fulfilling the requirements of these Acts and guidance documents and the statutory duties they lay on places of learning and supports OCSW's commitment and compliance with its PREVENT responsibilities.
- OCSW has adopted the Plymouth multi agency safeguarding principles for which all organisations should promote, support and lead the work of safeguarding learners in Plymouth

3. STATEMENT

- OCSW recognises that it has a “duty to safeguard and promote the welfare” of learners and is committed to fulfilling this duty including multi-agency working. OCSW recognizes that “safeguarding is everyone’s responsibility”, to adopt a “child centred approach” (taking into account a child’s wishes and feelings) and to provide a safe environment.

This includes:

- protecting children and adults at risk from maltreatment (including physical abuse, sexual abuse, neglect, bullying, exploitation, honour-based violence and radicalisation for violent extremism);
- preventing the impairment of children’s health or development (including matters of health and safety and “lifestyle” choices);
- ensuring that children are growing up in circumstances that are consistent with the provision of safe and effective care; and undertaking its role in a way which will enable those children and adults at risk to have the best outcomes and for children to enter adulthood successfully supported by a curriculum which will develop children’s, young people’s and adults’ understanding, awareness and resilience.
- All of OCSWs’ policies and procedures should be implemented with due regard to the safeguarding policies and duties.
- OCSW also recognises the UK’s commitment to the United Nations Convention on the Rights of the Child (UNCRC).
- OCSW will ensure that appropriate measures are taken to meet its safeguarding and child protection obligations.
- OCSW will ensure that all employees are recruited according to safer recruitment in education procedures, and that all staff, including volunteers and Board Directors are appropriately vetted according to statutory requirements
- Regular reports on safeguarding and child protection will be submitted to the Board of OCSW so that they can ensure that the “functions relating to the conduct of the institution are exercised with a view to safeguarding and promoting the welfare of learners receiving education or training at the institution and related premises”.
- OCSW will actively promote and support the concept of the “safe” learner and a “safe” place of learning.
- OCSW will have specific policy and procedures documents relating to aspects of safeguarding and child protection.

- All employees (including Board Directors and volunteers) and learners will have training appropriate to their roles in safeguarding and in discharging their responsibilities towards safeguarding and child protection in OCSW. In addition to the existing mandatory Safeguarding CPD sessions, all core staff will be expected to gain the Level 2 Certificate in Understanding Safeguarding and PREVENT e-learning course.
- All employees (including Governors and volunteers), learners and other members of the wider OCSW community will contribute in ways that are most appropriate to safeguarding and child protection in OCSW.
- This statement will be regularly reviewed by the Safeguarding Strategic Group, OCSW management and Board Members.

4. ORGANISATIONAL SAFEGUARDING PRINCIPLES

Organisational Safeguarding Principles that apply to this policy and related procedure;

- **Empowerment:** We give individuals the right information about how we recognise abuse and what they can do to keep themselves safe. We consult them before taking any action. Where someone lacks capacity to decide, we always act in their best interest.
- **Prevention:** We help the community to identify and report signs of abuse and suspected criminal offences. We train staff how to recognise signs and act to prevent abuse occurring.
- **Proportionality:** We discuss with the individual and where appropriate, with partner agencies, what to do where there is risk of abuse or neglect.
- **Protection:** We have effective ways of assessing and managing risk. Our local complaints and reporting arrangements for abuse and suspected criminal offences work well.
- **Partnership:** We are good at sharing information locally, we have multi-agency arrangements in place and staff understand how to use these.
- **Accountability:** The roles of all staff and agencies are clear, together with the lines of accountability. Staff members understand what is expected of them and others.

Supporting Documentation

Internal:

Learner Handbook

Tutor Handbook

Recruitment Policy

Health and Safety Policy

Equality Policy

Anti-Bullying and Harassment Policy

Safeguarding Procedure

The Family Learning Childcare Policy

Learner Disciplinary Policy

Staff Disciplinary Policy and Procedure

General Data Protection Policy

Whistleblowing Policy

External:

Children and Young Persons Act 2008

Children Acts 1989 and 2004

Education Act 2002 – Section 175

DfES Guidance – “Safeguarding Children”

Working Together to Safeguard Children 2015

Every Child Matters (the original 5 outcomes will inform all of our work)

Safeguarding Vulnerable Groups Act 2006

Childcare Act 2006

Care Act 2014

Equality Act 2010

Protection of Freedoms Act 2012

Keeping Children Safe in Education 2016

Children and Families Act 2014

Counter-Terrorism and Security Act 2015

Mental Health Act 2005

The Deprivation of Liberty Safeguards 2009 (DoLS)

Human Rights Act 1998

What to do if you are worried a child is being abused 2015 – advice for practitioners
Information Sharing – Advice for Practitioners providing Safeguarding
Services to Children, Young People, Parents and Carers 2015