

## Safeguarding and prevent policy

<b>Policy review area</b>	Students
<b>Lead manager</b>	Principal
<b>Approval level</b>	Board
<b>Start date</b>	31 March 2017
<b>Review cycle</b>	1 year
<b>Next review</b>	31 March 2018

This Policy should be read in conjunction with the College's Safeguarding & Prevent Procedures/Guidance Notes, Safer Recruitment of Staff Policy and the Boundaries when working with young people and vulnerable adults

### **Purpose**

Greater Brighton Metropolitan College (GBMet) is committed to ensuring that all students, staff and visitors are safeguarded and a culture of care, responsiveness and collective responsibility permeates the organisation. This policy focuses on how we keep our students safe from harm, make referrals, recruit and train our staff and deal effectively with allegations against staff.

Throughout this policy, reference is made to 'children and young people'. This term is used to mean those under the age of 18 years old and vulnerable adults up to age of 25. Safeguarding and promoting the welfare of children is defined as:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children grow-up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best outcomes

Reference is also made throughout this policy to 'adults at risk of harm'. Adults at risk of harm are defined as people aged 18 years old and over who may need or receive community care services by reason of mental health or other disability, age or illness and who may be unable to take care of themselves or protect themselves against significant harm or exploitation.

This policy has been developed with reference to 'Working Together to Safeguard Children' (2016) and 'Keeping Children Safe in Education' (2016).

The Governing Body at GBMet abides by their responsibilities as outlined in Keeping Children Safe in Education (2016). Governors also have specific responsibility for ensuring that the College monitors the impact of its work and learns lessons from Serious Case Reviews.

1. Safeguarding is a key responsibility of the Corporate Governing Body (CGB). A member of the CGB will be nominated as Lead Governor to oversee Child Protection and Safeguarding issues on

behalf of the whole CGB. An annual report on incidents of safeguarding, including Prevent, goes to the Governors.

2. A senior member of the College staff is designated to oversee Child Protection and Safeguarding arrangements. The identity of this person will be communicated to all College staff and volunteers.
3. A designated Child Protection and Safeguarding Officer is appointed, who will deal with allegations and concerns under this policy, and who will manage a team responsible for safeguarding and child protection. The identity of these persons will be communicated to all College staff and volunteers.
4. Appropriate procedures are in place for dealing with allegations of abuse of children and vulnerable adults.
5. Training and guidance is given to all staff and Governors, and volunteers as necessary.
6. Staff Recruitment
  - 6.1. Prior to and during interview there will be scrutiny of the information provided by applicants, such as references, gaps in employment or educational history.
  - 6.2. All new appointments will be subject to the Enhanced Disclosure regime, and appointees will not commence employment before Disclosure & Barring Service (formerly CRB) clearance is received (other than in exceptional circumstances approved by the CEO).
  - 6.3. All appointees will receive the College induction and appropriate training in safeguarding issues. This must be signed off by the Head of Department /Manager within 1 month of appointment.
  - 6.4. All staff are made aware of the role they can play in safeguarding through appropriate training and for staff working with 14-16 year olds, safeguarding training will cover additional duty of care responsibilities in line with both Brighton and Hove and West Sussex Council guidelines and Prevent responsibilities.
7. When any concerns are raised, confidentiality will be respected. Only those who need to know will be told.
8. The College adopts national practice and refers to West Sussex and Brighton and Hove City Council frameworks and works with key contact in these areas to support all aspects of Safeguarding and Prevent.
9. Prevent
  - 9.1. The College is committed to providing students with the necessary skills and knowledge to keep themselves and others safe. Education, like other key sectors, has a responsibility to promote values of openness and tolerance and to facilitate free debate, which is characteristic of being a British citizen.
  - 9.2. The College's approach is formed from the National Strategy known as CONTEST. It has four elements: Pursue, Prevent, Protect and Prepare. The area in which colleges have the most influence is Prevent which aims to stop people becoming terrorists or supporting terrorism.
  - 9.3. All concerns under the Prevent duty will be dealt with by the Assistant Principal Students as Senior Lead, who will delegate to the members of the safeguarding team as appropriate. Procedures are in place to report such concerns to the Prevent Teams.

- 9.4. Training in Channel General Awareness will be undertaken by College Managers and Governors.
- 9.5. All staff are expected to undertake awareness training and will be supported by the Safeguarding Officer where concerns arise under the Prevent Duty.
- 9.6. Information and advice is available to all students via the Assistant Principal, Safeguarding Officer, Pastoral/Learning Mentors, through the tutorial process and planned events.
10. The College refers allegations to the appropriate public authorities when appropriate.
11. Guidance is available to staff about appropriate contact and boundaries between staff and students (as noted in the opening paragraph of this document).
12. Reporting on incidents of Safeguarding, including Prevent, goes to the Health and Safety Committee, as well as to agencies where appropriate.
13. The College's Prevent Action Plan/Risk Assessment is monitored at the College's Safeguarding Board.

### **Governing Body Responsibilities**

The Governing Body will approve and annually review the policy and procedures and receive regular information relating to safeguarding with the aim of:

- Maintaining awareness of progress across the College and/or issues relating to the welfare of children, young people and adults at risk of harm
- Being reassured by the CEO, Principal and lead manager for Safeguarding that systems are in place and are effective in relation to the identification of children, young people and adults at risk of harm and procedures for reporting concerns are widely known
- Ensuring effective procedures for reporting and dealing with allegations of abuse by members of staff or others who come into contact with students through College activity are in place
- Ensuring the College has effective links with statutory agencies such as the Local Children's Safeguarding Boards, Multi Agency Support Hub and the Police
- Ensuring safe recruitment of staff and volunteers
- There will be scrutiny of the information provided by applicants, such as references, gaps in employment or educational history.
- Ensuring the College is fully compliant and pro-active with the requirements of the Prevent Duty (July 2015)
- Ensuring staff are appropriately trained to discharge their duties in relation to safeguarding, including training relating to Prevent.

In developing policy, the Governing Body will take account of guidance issued by the Department for Education, Ofsted and other relevant bodies and groups including Safeguarding Children Boards, Prevent Boards and the Home Office.

The CEO, Principal, Governors and all staff working with children, young people and adults at risk of harm will receive adequate training to familiarise them with their safeguarding roles and responsibilities. They will be familiar with College procedures and policies and receive refresher training every year. A senior member of the College Management Team will be the Designated Person with lead responsibility for child and adult protection. They will be the Safeguarding Lead and will be assisted by the Safeguarding Team.

The Governing Body will receive an annual report from the Designated safeguarding lead, which reviews how the duties have been discharged.