



Safeguarding Policy

<i>Originator</i>	<i>Director Learner Journey</i>
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1. Scope

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. 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 (*Keeping Children Safe in Education*, September 2016).

Lambeth College recognises that safeguarding and promoting the welfare of children and vulnerable adults is everyone's responsibility, and that the best interests of the child must be paramount. We believe that not only do we have a statutory duty to ensure that we safeguard and promote the welfare of children, young people and adults at risk of harm in our care, but also a moral duty. The policy and procedures focus on how we recruit and train our staff, support our learners, make referrals and deal effectively with allegations against staff. It incorporates a wide range of risks we need to safeguard against, including those related to the prevention of violent extremism.

To achieve this, the College will annually review this policy and procedure with the aim of:

- Raising awareness of issues relating to the welfare of children, young people, adults at risk and the promotion of a safe environment for them to learn within the College.
- Aiding the identification of children, young people and adults at risk of significant harm, providing procedures for reporting concerns.
- Ensuring that learners in need of additional support are identified through enrolment and referred to the Supported Learning Team.
- Establishing procedures for reporting and dealing with allegations of abuse against members of staff.
- Responding to the safe recruitment of staff.
- All staff working with children, young people and adults at risk will receive appropriate training in order to familiarise them with the College's Safeguarding Policy and Procedure and the safeguarding issues and their responsibilities.
- All staff to undertake mandatory safeguarding and Prevent training as part of their induction process and continual professional development (CPD).

2. Statutory Framework

Lambeth College aims to meet legislative requirements and good practice in safeguarding. There are a number of statutory regulations which place a responsibility on the college to protect young people and adults at risk. This statutory framework includes:

- The Children Act 2004, which is fundamental to professionals working with children and young people in the UK.
- The Protection of Children Act 1999 requires employers to carry out Criminal Record

Checks before employees are allowed to come into contact with children.

- The Education Act 2002 requires that governing bodies of FE providers have a statutory duty to make arrangements to safeguard and promote the welfare of children and young people.
- The Sexual Offences Act 2003 makes it is an offence for a person over 18 (e.g. a lecturer or other member of staff) to have a sexual relationship with a child under 18 where that person is in a position of trust in respect of that child, even if the relationship is consensual. This applies where the child is in full-time education and the person works in the same establishment as the child, even if s/he does not teach The Safeguarding Vulnerable Groups Act 2006 which sets out the type of activity in relation to children and adults at risk for which employers and individuals will be subject.
- The Protection of Freedoms Act 2012 which changed the definition of Regulated Activity including who is eligible for a barred list check.
- Prevent Duty Guidance for Further Education Institutions in England and Wales July 2015.
- *Keeping Children Safe in Education: for schools and colleges* (2016), statutory guidance from the Department for Education, to be referred to in conjunction with: *Working together to Safeguarding Children* (2015) and *What to do if you are worried a child is being abused: advice for practitioners* (2015).

3. Prevent Duty

In line with the *Prevent Duty Guidance for Further Education Institutions in England and Wales* (2015), protecting learners from the risk of radicalisation is part of the Colleges' wider safeguarding duties and is similar in nature to protecting children from other forms of harm and abuse.

Statutory *Prevent Guidance for Further Education* (2015) summarises the requirements in terms of the following key areas: external speakers and events, partnerships, risk assessment and action plan, staff and learner training, welfare and pastoral care and IT Policies.

Radicalisation refers to the process by which a person comes to support terrorism or other forms of extremism. Extremism is vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. During the process of radicalisation it is possible to intervene to prevent vulnerable people being radicalised.

The College will work with partnerships including the BIS Regional FE/HE Prevent Co-ordinator and Prevent Programme Co-ordinator for Lambeth to ensure it is responding to this duty guidance.

All staff working in Lambeth College (including visiting staff, volunteers, contractors and Learners on placement) are required to be able to identify and report instances where they believe a young person may be at risk of harm or neglect including any harm through extremism or radicalisation

to the Deputy Designated Safeguarding Lead.

All learners will be given information about radicalisation and extremism, they will have a safe place to discuss the risk relating to their communities and they will know where to go to ask for help.

Under the Prevent Duty, safeguarding staff will be trained to recognise when it is appropriate to make a referral to the Channel Programme to support learners who may be vulnerable to such influences and where we believe a learner is being directly influenced by extremist materials or influences.

It is unacceptable to download or transmit any material which might reasonably be considered obscene, abusive, sexist, racist, defamatory, related to violent extremism or terrorism or which is intended to annoy, harass or intimidate another person. This also applies to use of social media systems accessed from College systems.

The college has systems in place for assessing and rating risks. Risk assessments for planned events, including off site events, external visitors and speakers to mitigate any risk and clearly set out what is required for any event to proceed.

4. Safeguarding Definitions

The College recognises the following as definitions of abuse for children, young people and adults at risk of harm, physical abuse, neglect, sexual abuse and exploitation, emotional abuse and financial.

Physical Abuse

This may involve hitting, shaking, throwing, poisoning, burning, scalding, drowning or suffocating. It may be done deliberately or recklessly, or be the result of a deliberate failure to prevent injury occurring.

A child going missing from education is a potential indicator of abuse or neglect. Staff should follow the procedures for dealing with children that go missing from education, particularly on repeat occasions, to help identify the risk of abuse and neglect, including sexual exploitation, and to help prevent the risks of their going missing in future.

Neglect

Neglect is the persistent or severe failure to meet a child, young person or vulnerable adult's physical and/or psychological needs which can result in serious impairment of the health or development of the individual.

Sexual Abuse and Exploitation

Sexual abuse involves a child, young person or vulnerable adult being forced or coerced into participating in or watching sexual activity. It is not necessary for the child, young person or vulnerable adult to be aware that the activity is sexual and the apparent consent of the child, young person or vulnerable adult is irrelevant.

Sexual exploitation involves varying degrees of coercion, intimidation or enticement, including unwanted pressure from peers to have sex, sexual bullying including cyberbullying and grooming.

Emotional Abuse

Emotional abuse occurs where there is persistent emotional ill treatment or rejection. It causes severe and adverse effects on the child, young person and vulnerable adult's behaviour and emotional development, resulting in low self-worth. Some level of emotional abuse is present in all forms of abuse. This would include potentially abusive or offensive cyber-bullying through electronic communications.

Financial Abuse

Where financial abuse occurs, the victim does not always realise that it is abuse. It can be in the form of asking for money to be your friend, stealing your belongings, taking someone's pension, or just the constant borrowing of money and never returning it.

Poor professional practice where children, young people or adults at risk are not care for in an appropriate manner, this may lead to the child, young person or vulnerable adult being disadvantaged, discriminated against, harmed, put in danger or worse

Significant Harm

Some children may be in need because they are suffering or likely to suffer significant harm. The Children Act V section 47 (1) introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interest of the children.

Specific safeguarding issues

All staff should have awareness of the following safeguarding issues and of the legislative duty in relation to these concerns.

Honour-based violence

Honour-based violence (HBV) encompasses crimes which have been committed to protect or defend the honour of the family and/or community, including Female Genital Mutilation (FGM), forced marriage and practices such as breast ironing. All forms of so called HBV are abuse and should be handled and escalated as such.

FGM mandatory reporting duty

From October 2015, the FGM Act 2003 (as amended by section 74 of the Serious Crime Act 2015) introduced a mandatory reporting duty for all regulated health and social care professionals and teachers in England and Wales. Professionals must make a report to the police, if, in the course of their duties:

- They are informed by a girl under the age of 18 that she has undergone an act of FGM.
- They observe physical signs that an act of FGM may have been carried out on a girl under the age of 18.

Forced Marriage

Forced marriage is a term used to describe a marriage in which one or both of the parties is married without his or her consent or against his or her will. A forced marriage differs from an arranged marriage, in which both parties consent to the assistance of their parents or a third party (such as a matchmaker) in identifying a spouse.

Specific Safeguarding issues include the following:

- Bullying including cyberbullying
- Children missing education
- Child missing from home or care
- Child sexual exploitation (CSE)
- Domestic violence
- Drugs
- Fabricated or induced illness
- Faith abuse
- Gangs and youth violence
- Gender-based violence/violence against women and girls (VAWG)
- Hate crimes
- Mental health
- Missing children and adults
- Private fostering
- Preventing radicalisation
- Relationship abuse
- Sexting
- Trafficking
- Peer-on-peer abuse

5. Governing Body Responsibilities

The Governing Body at Lambeth College abide by their responsibilities as outlined in *Keeping Children Safe in Education* (July 2015, pg.18-22). Governors also have specific responsibility for

ensuring that the College monitors the impact of its work.

The Governing Body instructs the College to:

- Provide a safe environment for children, young people and adults at risk of harm to learn in. Identify those who are suffering, or are likely to suffer significant harm or who are at risk of radicalisation.
- Governing bodies should ensure appropriate IT filters and monitoring systems are in place to ensure online safety.
- Take appropriate action to see that learners and children in the Nursery are kept safe at the College, and also that disclosures of potential abuse occurring at home or elsewhere are reported appropriately.
- Have a system for identifying concerns in relation to abuse of adults at risk of harm and effective methods of responding to disclosures.
- Refer concerns that a child, young person or adult at risk of significant harm or might be at risk of significant harm to the appropriate referral agents.
- Work effectively with others as required by Keeping children safe in education September 2016.
- Listen to the voice of the child and always act in the interest of the child
- Ensure appropriate safeguarding responses for children who go missing from College.
- Ensure there is an effective Safeguarding Policy in place together with a Staff Code of Conduct which include staff/learner relationships and communications including use of social media.
- Understand that additional barriers can exist for children with special educational needs (SEN) and disabilities when recognising abuse and neglect in this group.

The Governing Body will approve and annually review policies 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 Principal and lead manager that systems are in place and 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 learners through College activity are in place including referral to Designated Officer in the local authority.
- Ensuring safe recruitment of staff and volunteers.
- Ensuring staff are appropriately trained to discharge their duties in relation to safeguarding and Prevent.
- Ensuring procedures are in place to make referral to the Disclosure and Barring Services (DBS) if a person in regulated activity has been dismissed or removed due to safeguarding concerns, or would have been if they had not resigned.

In developing policies and procedures, the Governing Body will take account of guidance issued by the Department for Education, Ofsted (*Inspecting Safeguarding in Early Years Education and Skills Settings*, Aug 2015) and other relevant bodies and groups the College recognises its duty under the *Counter-Terrorism and Security Act (2015)* to have due regard to the need to prevent people from being drawn into terrorism.

6. Staff Roles and Responsibilities

The Designated Safeguarding Lead is the Director of Learner Journey, a member of the College Leadership Group. The Deputy Designated Safeguarding Lead is the Head of Learner Development. Whilst the activities of the designated safeguarding lead will be delegated to the deputy, the ultimate lead responsibility for child protection remains with the designated safeguarding lead.

Within the Learner Services Team there are several staff members who are trained in safeguarding with a Designated Lead for supporting Looked After Young People. These staff members form the Safeguarding Team and are responsible for monitoring and managing incidents or concerns, and liaising with safeguarding agencies. The College Governing Body receives an annual report from the Director of Learner Journey which reviews how the duties have been discharged and ensures that the College is meeting its statutory requirements.

Designated Member of Staff with lead responsibility for safeguarding

The designated member of staff with lead responsibility for safeguarding has a key duty for raising awareness across all staff of issues relating to the welfare of children, young people and adults at risk learning within the College.

The post holder is required to have training in safeguarding issues and inter-agency working, receive refresher training every two years and keep updated annually on safeguarding information and knowledge. The designated lead member of staff is responsible for:

- Overseeing the referral of cases of suspected abuse or allegations to the relevant investigating agencies.
- Providing advice and support to other staff on issues relating to safeguarding.
- Provide all staff and leaders with regular updates on safeguarding at least annually
- Maintaining a proper record of any child protection referral, complaint or concern (even where that concern does not lead to a referral).
- Ensuring that parents of children, young people and adults at risk within the College are aware of the College's safeguarding policy.
- Liaising with the Local Authorities and other appropriate agencies.
- Liaising with secondary schools which send pupils to the College to ensure that appropriate arrangements are made for pupils.
- Ensuring that staff who are liaising with employers and training organisations that receive children or young people from the College on long term placements have appropriate safeguards are put in place.

- Ensuring that staff receive basic training in Safeguarding and Prevent issues appropriate to their roles and are aware of the College safeguarding procedures.
- Ensure that Health and Safety procedures are in place for learners, including off site learners on excursions or trips.

Other Designated staff with responsibility for safeguarding

There are other members of staff with responsibility for safeguarding issues within the Safeguarding Team and are based at each site. Names of these staff are at Appendix B. These designated staff:

- Report to the member of staff with lead responsibility
- Know how to make an appropriate referral
- Are available to provide advice and support to staff on issues relating to safeguarding and Prevent
- Are available to listen to children, young people, LAC's and adults at risk studying in the College
- Deal with individual cases, including attending case conferences and review meetings as appropriate

Concerns about any members of staff can also be discussed with the HR Director.

Designated governor with responsibility for safeguarding

The designated Safeguarding and Prevent Governor is responsible for liaising with the Principal and Senior Designated staff members over matters regarding Safeguarding and Prevent including:

- Ensuring the College has procedures and policies in place which are consistent with guideline
- Ensuring the governing body considers the College policy on safeguarding each
- Year
- Ensuring 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
- Ensuring that the governing body is informed of the Prevent duty in relation to the college

The Designated Safeguarding and Prevent Governor is responsible for overseeing the liaison between agencies, e.g. police, social services in connection with allegations against the Principal, the Senior Designated staff member and the staff member with lead responsibility. This will not involve undertaking any form of investigation, but will ensure good communication between the parties and provide information to assist enquiries. To assist in these duties the designated governor receives appropriate training.

Safeguarding staff details

Safeguarding Responsibility	Name	Job Title	Telephone Extension
College Leadership Group	Philip Cunniffe	Director of Learner Journey	0207 501 5772
Designated Safeguarding Manager	Laura Ryan	Head of Learner Development	0207 501 5853 safeguarding@lambethcollege.ac.uk
HR Safeguarding contact	Michael Pichamuthu	Interim HR Director	0207 501 5712

Clapham	
Ben Gaymer LDC Co-ordinator (Safeguarding Officer)	0207 501 5715 safeguarding@lambethcollege.ac.uk
Gemma Walton Safeguarding Officer and Co-ordinator	0207 501 5324 safeguarding@lambethcollege.ac.uk
School of Supported Learning	
Simba Nziramasanga Supported Learning Co-ordinator	0207 501 5162 snziramasanga@lambethcollege.ac.uk
Brixton	
Nancy Hodgson-Khan Head of School for ESOL	0207 501 5400 N.hodgson-khan@lambethcollege.ac.uk

Safeguarding and School Links

Safeguarding Officer	Gemma Walton	Safeguarding and Welfare Co-ordinator	Clapham
Safeguarding Contact	Shirley Ryan	School Partnership Administrator	Clapham
Safeguarding Officer	Gemma Walton	Safeguarding and Welfare Co-ordinator	Clapham
Safeguarding contact	Angela Li	Register Officer	Brixton

Designated Safeguarding and Prevent Governor

Designated Safeguarding and Prevent Governor	Michael Smith	Governor	All sites
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