

# Wakefield College

## Safeguarding Policy

**Review Cycle:** Annually

**Next Review Date:** October 2020

**Person Responsible:** Student Wellbeing and Safeguarding Manager

**Approving Body:** Board of Governors

### 1 Purpose

- 1.1 To demonstrate the College's commitment in regard to safeguarding and child protection.
- 1.2 To state the responsibilities of the College in relation to safeguarding children, and adults with care and support needs, in response to current legislation and guidance.
- 1.3 To fulfil requirements of Section 175(4) of the Education Act 2002 which states that governing bodies of maintained schools (including maintained nursery schools), further education institutions and management committees of pupil referral units must have regard to any guidance given by the Secretary of State.

### 2 Scope

- 2.1 The Children Act 1989 defines a **child** as "a person under the age of 18". This could therefore include:
  - Any student up to the age of 18;
  - Siblings or other family members of any student;
  - Any other persons under the age of 18 participating in College activities on College premises.
- 2.2 Under the Care Act 2004 safeguarding duties apply to adults (over the age of 18) who:
  - have needs for care and support (whether or not the local authority is meeting any of those needs) and;
  - is experiencing, or at risk of, abuse or neglect; and

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- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

### **3 Key Principles**

- 3.1 All children, and adults with care and support needs, have a fundamental right to be protected from harm.
- 3.2 All young people regardless of age, gender, ability, culture, race, language, religion or sexual identity have equal rights to protection.
- 3.3 The abuse of children, and adults with care and support needs, is a clear infringement of human rights and in many cases may be a criminal offence.
- 3.4 All staff have a responsibility to act on any suspicion or disclosure that indicates a child, or adult with care and support needs, is at risk of harm or at risk of being drawn into extremism.

### **4 Statement of Policy**

- 4.1 The College recognises the need to co-operate with other agencies in the Wakefield area in performing the duties required by the guidance in “Keeping Children Safe in Education”, DfE 2019, “Working Together to Safeguard Children” DfE 2018 and the Prevent Duty Guidance 2015.
- 4.2 The College recognises that preventing radicalisation is part of our wider safeguarding duty and will work with the local authority, CTU Officer and Channel panel to support students who are vulnerable to being drawn into extremism.
- 4.3 The College will establish and maintain policies and procedures to provide a safe environment and to ensure appropriate co-operation takes place. In relation to safeguarding children the College will operate according to Wakefield Safeguarding Partnership, the West Yorkshire Consortium procedures manual and in relation to safeguarding adults with care and support needs according to the Safeguarding Adults Multi-Agency Policy and Procedures for West and North Yorkshire.
- 4.4 The Student Wellbeing and Safeguarding Manager and the Director of Human Resources and Organisational Development are nominated by the

**Review Cycle: Annually**

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- Principal to co-ordinate and manage the procedures related to the safeguarding of children and vulnerable adults. The Executive Director Student Experience and Support is the Senior Manager with responsibility for Safeguarding.
- 4.5 The College will ensure that its employees are fit to work with children and adults at risk and will have recruitment policies and procedures in place which follow best practice and have regard for legislation and guidance.
  - 4.6 The College will ensure that all staff understand their role in relation to the protection of children, and adults with care and support needs, and will include an appropriate statement in job descriptions.
  - 4.7 The College will provide induction and ongoing training to make managers, teaching staff and appropriate support staff aware of the signs of abuse and the College procedures for recording and reporting suspected abuse or concerns about other members of staff.
  - 4.8 The College will deal with allegations of abuse by staff or students according to College Disciplinary Procedures as appropriate in conjunction with the West Yorkshire Consortium Procedures Manual and Safeguarding Adults Multi-Agency Policy and Procedures for West and North Yorkshire. Allegations against staff will be reported as required in "Keeping Children Safe in Education" and to the Disclosure and Barring Service as required by the Safeguarding Vulnerable Groups Act. Allegations against the Principal will be dealt with by a member of the Governing Body.
  - 4.9 The College Counselling Service will operate according to the British Association for Counselling and Psychotherapy guidelines on confidentiality in relation to disclosures of abuse.
  - 4.10 The College will reserve the right to refuse admission to any person who may pose a risk to children or adults at risk.
  - 4.11 The College will include safeguarding in the curriculum of appropriate programmes which lead to employment with relevant groups, including giving information from Disqualification under the Childcare Act 2006.
  - 4.12 The College will ensure that entry to programmes which include placements with relevant organisations, and lead to employment with relevant groups, is subject to a satisfactory enhanced criminal records disclosure.

**Review Cycle: Annually**

**Next Review Date: November 2020**

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- 4.13 The College will ensure that appropriate risk assessment is undertaken before students go on placement, both within and outside the College, in relation to safeguarding children, and adults with care and support needs. The placement pre-assessment questionnaire will refer to child and adult protection issues, including prevent and the students and employers will be briefed. Safeguarding information and college contacts will be provided to all employers.

## **5 Monitoring**

- 5.1 Implementation of the policy will be reviewed through regular updates and an annual report to the Board of Governors.
- 5.2 Any intermediate updates and actions will be shared via termly meetings of the Student Wellbeing and Safeguarding Development Group.

## **6 Review**

The College will review this policy annually as required by the DfE guidance “Keeping Children Safe in Education”.

The College will continue to develop and improve processes in line with local safeguarding guidelines where these are appropriate to the FE setting.

## **7 Communication**

This policy will be available externally via the College Website and will be referred to in all prospectuses. It will be promoted to staff through the Safeguarding Service Centre, the on-line Safeguarding training package and in the Corporate Induction.

## **8 Supporting documentation**

- 8.1 The following College documents give further guidance on the application of this policy:
- Wakefield College Safeguarding Procedures
  - Wakefield College Work Placement Health and Safety Procedures.
  - Wakefield College Recruitment and Selection Policy
  - Guidance on Safe Working Practice for the Protection of Young People and Staff at Wakefield College

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8.2 This Policy and the related procedures above are driven by the following legislation and guidance:

### **Child Protection**

- Children Act 1989 and 2004
- Education Act 2011
- Working Together to Safeguard Children 2019
- Keeping Children Safe in Education 2018
- Safeguarding Vulnerable Groups Act 2006
- West Yorkshire Consortium Procedures Manual Online 2018
- Guidance for safer working practice for those working with children and young people in education settings 2015
- Counter Terrorism and Security Act 2015
- Revised Prevent Duty Guidance for England and Wales 2015
- Prevent Duty Guidance for further education institutions in England and Wales 2015

### **Adult Protection**

- Care and Support Statutory Guidance Issued under the Care Act 2014 Department of Health
- Joint multi-agency safeguarding adult's policy & procedures 2018
- Safer Practice, Safer Learning: A whole organisation approach to safeguarding vulnerable adults for the learning and skills sector. NIACE/DfES 2007

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