

Safeguarding Policy

Policy Statement

Aurelia Training Ltd is strongly committed to practices that protect children, young people and vulnerable adults from abuse, neglect or significant harm. Staff recognise and accept their responsibility to develop the awareness of the risks and issues involved in safeguarding. The company also recognises that it has a responsibility to protect staff from unfounded allegations of abuse. The company is committed to working with existing local Children and Adult's Safeguarding Boards and other health and social care partnerships to ensure safeguarding of its learners. A member of the management team has received training and is the Designated Person for Safeguarding, ensuring that policy and practice is updated and kept current.

Definition

For the purposes of this policy and procedure children are defined in the Children Act of 1989 as a person under the age of 18 years. The Safeguarding Vulnerable Groups Act 2006 defines a 'vulnerable adult' as a person aged 18 and over and;

- Receiving a social care service
- Receiving a health service
- Living in sheltered accommodation
- Detained in custody or under a probation order
- Requiring assistance in the conduct of his/her affairs
- Receiving a service or participating in an activity targeted at older people, people with disabilities or with physical or mental health conditions.

The majority of our learners do not fall into this definition however Aurelia Training recognises that there can be events in learners lives that can make them more vulnerable to harm and that it is part of our responsibility to increase awareness and support through providing appropriate advice and guidance.

Accountability and Responsibility

Aurelia Training accepts that Safeguarding is the responsibility of all staff and has appointed a Designated Person with responsibility for Safeguarding from the Senior Management Team, who is accountable to the Managing Director. Incidents or concerns are reported directly to Managers and the Designated Person. The Designated Person is responsible for monitoring and managing incidents or concerns and liaising with safeguarding agencies. Should the concern raised involve the Designated Person, it is reported directly to the Managing Director.

Training

The company has a duty to promote safeguarding issues and measures to staff, and ensure that they;

- Analyse their own practice against established good practice, and assess risk to ensure their practice is likely to protect them from false allegations. Recognise their responsibilities and report any concerns about suspected poor practice or possible abuse (Code of Conduct)
- Follow the guidelines for staff.

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- Undertake monthly training on safeguarding to raise awareness of current issues and legislation including the Prevent Agenda and the promotion of British Values

Aurelia Training also accepts a duty to promote safeguarding issues and measures to all Learners.

- All Learners undergo initial safeguarding awareness at induction, including awareness of the Prevent Agenda and promotion of British Values.
- All Learners complete Side by Side online modules as part of their course.
- All Assessors raise safeguarding at the beginning of training sessions to ensure Learners are aware of the opportunity to discuss any concerns.
- During observation of teaching and learning, failure to promote safeguarding with learners will limit observation grade to 3 and require additional actions and observations.

Criminal Record Bureau Checking

The company has a responsibility to ensure safe recruitment and employment practices. New and existing staff who frequently or intensively work with children, young people and vulnerable adults in training, supervision, care, advice, treatment and transport have to be checked through the Home Office for criminal record information, in line with the description of regulated activity in the Safeguarding Vulnerable Groups Act 2006 and as amended in the Protection of Freedoms Act 2012. CRB checks form part of the Disclosure and Barring Service which also incorporates the Independent Safeguarding Authority. All Assessors are required to undergo a DBS check including an enhanced CRB check as they may at any point be working with young people under the age of 18. Administrative staff are required to complete a basic DBS check because of their use of learner data.

Statutory Framework

Aurelia Training Ltd aims to meet legislative requirements and good practice in safeguarding. The statutory framework under which we operate includes the Children Act 1989. This provides the legal framework for the protection of children and young people in the UK. The Protection of Children Act 1999 requires employers to carry out CRB checks before employees are allowed to come into contact with children. The Safeguarding Vulnerable Groups Act 2006 sets out the type of activity in relation to children and vulnerable adults for which employers and individuals are subject, this has been further clarified in the Protection of Freedoms Act 2012. The Prevent Agenda 2014 highlights the risks of radicalisation and extremism. The current Common Inspection Framework enables Ofsted Inspectors to make a judgement on procedures for safeguarding learners meeting current government requirements. They comment on policy, procedures, vetting and training as impact on learner's dictates.

Safeguarding of Learners under the age of 18 is covered by the following key pieces of legislation, which are highlighted as part of safeguarding training for all staff:

Keeping children Safe in Education (2018) latest review 2020

Working together to Safeguard Children (2018)

Sexual Violence and Sexual Harassment between Children (May 2018)

Review

Aurelia Training Ltd's Policy is reviewed annually, and its provisions monitored by the Senior Management Team. The review process will include analysis of monitoring data, consultation with and feedback from learners, clients, staff and other stakeholders to determine the impact of the policy and any action required.

Relevant Documents

This policy should be read in conjunction with the Safeguarding Poster for Learners and the Code of Conduct for Staff. E-training is available for all staff and is used as intermediary training to support induction and annual refresher training delivered by the Designated Person for Safeguarding. Safer Practice, Safer Learning from the Nation Institute of Adult and Continuing Education (NIACE) www.niace.org.uk, and 'Changes to the Disclosure and Barring Service are recommended to staff for reference.

Other related Policy and practice include, Lone Working Policy, Bullying and Harassment Policy, Whistle blowing Policy, Recruitment and Selection Policy, Social Networking and IT Policy and Practice, Prevent Agenda.

Designated Person for Safeguarding:

Georgina Smith – Quality Manager

Contact numbers:

Office: 01926 511855

Mobile: 07384 214574

Deputy Designated Person for Safeguarding:

Vicky Sherry-Garnett – Operations Manager

Contact numbers:

Office: 01926511855

Mobile: 07912516782

Useful addresses for Safeguarding:

Birmingham Safeguarding Children Board

Room B54

Council House Extension

Margaret Street

Birmingham

B3 3BU

Tel: 0121 464 2612

Website: www.lscpbirmingham.org.uk

Concerns re safety and/or welfare telephone

Children's Advice & Support Service (CASS) 0121 303 1888 – Out of Hours 0121 675 4806

Email: cass@birminghamchildrenstrust.co.uk

Solihull Local Safeguarding Children Board

C/o Solihull MBC

The Bluebell Centre

West Mall

Chemsley wood

Solihull

B37 5TN

Tel: 0121 788 4333

Email: lscp@solihul.gov.uk

Website: www.solihulllscp.co.uk

Report a concern:

Referral and Advice Team: 0121 788 4300

Out of Hours: 0121 605 6060

Coventry Safeguarding Children Partnership

Room 123
Broadgate House
Broadgate
Coventry,
West Midlands
CV1 1FS

Tel: 024 7697 5477

Email: CoventryCSCP@coventry.gov.uk

Website: <https://www.coventry.gov.uk/cscpcontacts>

Individual referrals, call Coventry Children's Social Care at the Multi Agency Safeguarding Hub (MASH) on 024 7678 8555

Coventry Safeguarding Adults Board

Coventry City Council
PO Box 15
Council House
Coventry
CV1 5RR

Tel: 024 7697 5477

Email: CoventrySAB@coventry.gov.uk

Webiste: <http://www.coventry.gov.uk/csab>

Warwickshire Safeguarding Adult Board

Saltisford Buildings
Ansell Way
Saltisford
Warwick
CV34 4UL

Tel: 01926 742981/01926 746982

Email: WSAB@warwickshire.gov.uk

Website: www.safeguardingwarwickshire.co.uk/safeguarding-adults

Warwickshire Safeguarding Children Board

Saltisford Buildings
Ansell Way
Warwick
CV34 4UL

Email: mash@warwickshire.gov.uk

Tel: 01926 410410

Website: www.safeguardingwarwickshire.co.uk/contactus

Reporting a concern: 01926 414144

Out of hours: 01926 886922

Contacts for agencies outside our local area are available through our Designated Safeguarding Lead. All reports should go through the Designated Lead unless urgent assistance is required then it would be appropriate to contact the local police.