



Safeguarding Policy

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Owner: Quality and Compliance Manager	Location: Shared Drive: WREC Documents\Policies and Procedures 2023	

1. Introduction

- 1.1. This policy has been developed in accordance with the following guidance and legislation:
- The Children Act 1989
 - The Children’s Act 2004
 - “Working Together to Safeguard Children” Rev.2018
 - “Safeguarding Children and Safer Recruitment in Education”, DfES 2007
- 1.2. Safeguarding (as defined in the Joint Inspector’s Safeguarding report) is described as, “All agencies working with children, young people and their families take all reasonable measures to ensure that the risk of harm to children’s welfare are minimised” and “where there are concerns about children and young people’s welfare, all agencies take all appropriate actions to address those concerns, working to agreed local policies and procedures in full partnership with other agencies”.
- 1.3. Whitehead-Ross Education and Consulting (WREC) recognises its responsibility under Section 175 of the Education Act 2002 to safeguard and promote the welfare of children; and to work together with other agencies to ensure adequate arrangements within our centres to identify, refer, and support those children who are suffering, or at risk of harm.
- 1.4. WREC also recognises that all staff have a full and active part to play in protecting our young people from harm, and that their welfare is our paramount concern.
- 1.5. All staff are expected to provide a caring, positive, safe and stimulating environment that promotes the social, physical and moral development of the individual young person.
- 1.6. Designated Safeguarding Lead and Prevent Officer: Mr Ian Ross

2. The aims of this policy are:

- To support the young persons’ development in ways that foster security, confidence and resilience.
- To provide a positive environment in which young people feel safe, secure, valued and respected, feel confident and know how to approach adults if they are in difficulties.
- To raise the awareness of all staff of the need to safeguard young people, and of their responsibilities in identifying and reporting possible cases of abuse.
- To provide a systematic means of monitoring young people known or thought to be at risk of harm, and ensure we, contribute to assessments of need and support plans for those young people.
- To acknowledge the need for effective and appropriate communication between all members of staff in relation to safeguarding young people.
- To develop a structured procedure that will be followed by staff in cases of suspected abuse.
- To develop effective working relationships with all other agencies involved in safeguarding young people.
- To ensure that all adults who have access to young people have been checked as to their suitability.

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3. Principles

- 3.1. WREC's procedures for safeguarding young people are consistent with Local Safeguarding Children Boards (LSCBs). We will ensure that:
- WREC has a Safeguarding Advisor, who has strategic responsibility for the development and practice of Safeguarding within WREC.
 - All members of staff are provided with basic Child Protection and Safeguarding training every year. Staff received Child Protection and Safeguarding Training in August 2017 and achieved the City and Guilds Level 2 Award in Safeguarding.
 - All members of staff know how to respond to a young person who discloses abuse, and the procedure to be followed in appropriately sharing a concern of possible abuse or a disclosure of abuse.
 - All parents/carers are made aware of WREC's responsibilities with regard to young person protection procedures through publication of the WREC Safeguarding Policy which is available on request.
 - WREC's selection and recruitment policy adheres to the principles of safe recruitment outlined in the Safeguarding Vulnerable Groups Act 2006 and includes all appropriate checks on staff suitability through the DBS. Please refer to our separate DBS Policy.
 - The name of any member of staff considered not suitable to work with children/young people will be notified to the Disclosure and Barring Service.
 - WREC's Safeguarding Policy will be reviewed annually.

4. Responsibilities

- 4.1. WREC understands that our responsibility to safeguard young people requires that we all appropriately share any concerns that we may have about them.
- 4.2. WREC will refer a young person if there are concerns about his/her welfare, possible abuse or neglect to the local Social Services office (SSD) immediately. A written record of the referral will be faxed/posted/mailed to SSD, and a copy to the local authority officer for child protection/safeguarding as soon as possible within 48 hours.
- 4.3. The Safeguarding Adviser will also ensure that:
- Written records of concerns about a young person are retained securely.
 - All such records are kept confidentially and are separate from individual young person records, with a front sheet listing dates and brief entry to provide a chronology.
 - A cross reference of further record-keeping is marked on the young person's records.
- 4.4. The Safeguarding Adviser will also:
- Act as a focal point for staff to discuss concerns and liaising with other agencies.
 - Attend (or delegate this requirement to another appropriately informed member of staff) case conferences, family support meetings, core groups, or other multi-agency planning meetings, contributing to the Common Assessment Framework (CAF) process, and providing reports as required, which have been shared with the parents/carers.
 - Ensure that any young person that we are aware of being currently subject to a Child Protection Plan, who is absent without explanation for two days is referred to their key worker's SSD Team.
 - Ensure that all staff are aware of this policy and know how to recognise and refer any concerns.
 - Ensure that staff receive regular updates on child protection and safeguarding, and receive refresher training as required, particularly as part of induction.

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5. Supporting Young People

- 5.1. WREC recognises that a young person who is abused, who witnesses violence or who lives in an abusive environment may feel helpless and humiliated, may blame him/herself, and find it difficult to develop and maintain a sense of self-worth.
- 5.2. WREC is aware that our programme of learning may provide the only stability in the lives of young people who have been abused or who are at risk of harm.
- 5.3. It is understood that research shows that the behaviour of a young person in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn.
- 5.4. Learners are made aware of the Safeguarding Policy during their initial induction and in the learner handbook.

6. Our staff will support all young people by:

- 6.1. Encouraging the development of self-esteem.
- 6.2. Promoting a caring, safe and positive environment.
- 6.3. Liaising and working together with all other support services and those agencies involved in the safeguarding of young people.
- 6.4. Notifying SSD as soon as there is a significant concern.
- 6.5. Providing continuing support to a young person (about whom there have been concerns) by ensuring that such concerns are directed confidentially to the local authority as a matter of urgency.

7. Confidentiality

- 7.1. WREC recognises the national guidance related to confidentiality within the child protection framework.
- 7.2. The Safeguarding Adviser will disclose personal information about a young person to other members of staff on a need-to-know basis only.
- 7.3. All staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard young people, in consultation with the Safeguarding Adviser.
- 7.4. All staff must be aware that they cannot promise a young person confidentiality which might compromise the safety or well-being of the young person or that of another.
- 7.5. WREC will undertake to share our intention to refer a young person to the Social Services Department with their parents/carers unless to do so could put the young person at greater risk of harm or impede a criminal investigation. If in doubt, we will consult with the District Office of the SSD on this point.
- 7.6. A safeguarding log will be kept and maintained by the Safeguarding Officer.

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8. Supporting Staff

- 8.1. WREC recognises that staff who have become involved with a young person who has suffered harm, or appears to be likely to suffer harm may find the situation stressful and upsetting.
- 8.2. Staff will be supported by providing an opportunity to talk through their anxieties with the Safeguarding Adviser and to seek further support from another source if preferred, subject to rules of confidentiality.
- 8.3. WREC requires that staff should have access to advice on the boundaries of appropriate behaviour.
- 8.4. Designated staff have access to support and appropriate workshops, courses or meetings as organised by the local authority or WREC.
- 8.5. Further information, support, advice and guidance is available from the Safeguarding Advisor, Mr Ian Ross.

9. Allegations against staff

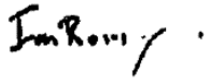
- 9.1. All staff should take care not to place themselves in a vulnerable position with a young person. It is always advisable for work with individual young persons or parents to be conducted in view of other adults.
- 9.2. We understand that a young person may make an allegation against a member of staff, but it is important that a fair and balanced approach should be taken to ensure that both the young person and the member of staff are safeguarded.
- 9.3. If such an allegation is made, the member of staff receiving the allegation will immediately inform the Safeguarding Adviser.

10. Prevention

- 10.1. WREC recognises that our programmes of learning play a significant part in the prevention of harm to our young people by providing them with effective lines of communication with trusted adults, supportive friends and an ethos of protection.
- 10.2. WREC will seek to:
 - Establish and maintain an ethos, which is understood by all staff, which
 - enables young people to feel secure and encourages them to talk knowing that they will be listened to.
 - Ensure that all young people know there is an adult whom they can approach if they are worried or in difficulty.
 - Adopt the principles of good practice and maintain the organisational priority of safeguarding and promoting the welfare of young people.

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Signed:



Ian Ross
Managing Director

Date: 10th May 2023

Appendix 1 - Definitions of Abuse

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Sexual Abuse

Forcing or enticing a child or young person, not necessarily involving a high level of violence to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside the clothing. They may include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect

The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in serious impairment of the child's health and development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- provide adequate food, clothing, and shelter including exclusion from home or abandonment
- protect a child from physical and emotional harm or danger,
- ensure adequate supervision (including the use of inadequate caregivers) or ensure access to appropriate medical care or treatment.

It may also include the neglect of, or unresponsiveness to, a child's basic emotional needs.

Physical

May involve hitting, shaking, throwing, poisoning, burning or scalding, drowning or suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

Emotional

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children they are worthless or unloved, inadequate; or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say and how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social, interaction. It may involve seeing or hearing the ill treatment of others. It may involve serious bullying (including cyberbullying), causing children to frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual Exploitation

Sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where young people receive 'something' as a result of them performing, and/or other people performing on them, sexual activities. It can occur through the use of technology without the child's immediate recognition. In all cases those exploiting young people have power over them by virtue of age, gender, intellect, physical strength and/or economic or other resources. Violence, coercion and intimidation are common, involvement in exploitative relationships being characterised mainly by the young person's limited availability of choice resulting from their vulnerability.

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