



THE POLICY ON SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS

PURPOSE OF POLICY

The purpose of this Policy is to take reasonable steps to promote and safeguard the welfare of any child, young person or vulnerable adult engaged in any College activity.

1. POLICY

The College is committed to discharging its statutory and moral duty to support all students. It is also committed to discharging any additional duties to promote and safeguard the welfare of all students. One of these additional duties is to protect and support vulnerable adults and of those under 18 in the event of actual or suspected abuse.

2. CONTRIBUTION TO ACHIEVEMENT OF THE COLLEGE'S MISSION

The College's Mission is '*Promoting Diversity, Raising the Standard, Taking Education Further*'. This Policy contributes to the Mission by safeguarding the welfare of children, young people and vulnerable adults associated with the College.

3. IMPLEMENTATION

The Policy and Procedure will address any situation where concerns arise regarding the safeguarding of children, young people under the age of 18 and vulnerable young people and adults (hereinafter referred to as "children and vulnerable adults"). The Glossary of Terms (contained in the related Procedure) describes the specific groups of people who fall within the scope of this policy. In general terms this policy relates to all current staff, students and trainees and to all those applying to join the college as prospective members of staff or students. The policy will cover all aspects of the College's activities including all outreach provision, outward collaborative partnerships, procurement and community partnerships.

This Policy will also address such situations with regard to the children of adult learners and children and vulnerable adults in placements used by College students.

The College will function with a view to safeguarding and promoting the welfare of children and vulnerable adults receiving education and training at the College.

The College will therefore have a designated Senior Manager and a designated Governor with responsibility for Safeguarding.

To achieve our commitment the College will:

- work in accordance with the policies of the Coventry Safeguarding Children Board, Coventry Children and Young People's Strategic Partnership and Coventry Vulnerable Adult Protection Committee.
- have a designated Senior Manager, nominated deputies and a nominated Governor responsible for safeguarding.
- provide appropriate training (in accordance with the guidance of the Coventry Safeguarding Children Board) ,to all staff to ensure that they are aware of the issue of safeguarding children and vulnerable adults and the procedures they should follow.

- provide a Recruitment Policy and Procedure that incorporates the best practice regarding safer recruitment and that those involved in recruitment and selection have been briefed on the requirements of this.
- ensure that College systems and curriculum delivery provide protection for children and vulnerable adults and do not compromise their health or safety.
- make appropriate referrals of children and vulnerable adults to Social/Community Services or other appropriate agency (Police or NSPCC) where there are concerns that the child or vulnerable adult is or may be being abused.
- regard sexual relationships between staff and students (under 18 and vulnerable adults) as unacceptable and a breach of their contract and of their position of trust (see Glossary).
- ensure that children and vulnerable adults have the right of access to College staff who will respect their confidences; and who will not judge, intervene and act, except in extreme circumstances, without the person's agreement
- ensure the child or vulnerable adult is offered all possible support.
- recognise the College's duty of care and that the child or vulnerable adult's welfare must be paramount. Hence, in extreme circumstances, it may be necessary to breach a person's confidentiality to protect them from harm. Students must be informed of this position through College literature reinforced by verbal explanations from tutors/counsellors/other staff.
- ensure that in situations where abuse of a child or vulnerable adult is alleged or suspected the College will take account of the College Statement of Confidentiality and advice from the Coventry Safeguarding Board, the Local Authority Designated Officer (LADO) or the Coventry Vulnerable Adult Protection Committee on circumstances warranting a breach of confidentiality.
- recognise the particular challenges faced by children/vulnerable adults with learning difficulties or communication difficulties by ensuring they are appropriately supported.
- ensure that appropriate action is taken to exclude, refuse admission or employment to any individual who may pose a risk to children or vulnerable adults.
- ensure that there are sound arrangements for appropriate checks on staff (including List 99 checks and CRB Disclosures).
- keep a single, central record of all checks on staff.

4. MONITORING AND IMPACT MEASUREMENT

The Policy will be reviewed annually and in response to major changes in legislation or significant events. An annual report will be made to the College Executive and designated Governor in a manner which respects the confidentiality of the child or vulnerable adult. Any significant policy review will include consultation with local Child Protection Agencies or the Coventry Vulnerable Adult Protection Committee whose support and advice is recognised as crucial to the effective implementation of the Policy.

5. PUBLICATION OF POLICY

This Policy will be made publicly available, provided to all members of staff and students via the Intranet and forwarded to other bodies on request.

Policy Review Date	March 2015
Executive Member responsible for implementation	Vice-Principal Communications, People & Development

Approval and Review History	
<ul style="list-style-type: none"> • Approved by the Corporation on 11th July 2007 (Minute C47/07) • Reviewed and approved by the Principal (under delegated authority from the Corporation) at the Executive meeting of 23rd November 2009 (Minute X) • Reviewed and approved by the Principal (under delegated authority from the Corporation) at the Executive meeting of 26th March 2012 	

Related documents:	
Form CP1 (see Safeguarding Procedure page 15)	Staff Recruitment Procedure
Safeguarding Procedure	List 99 Checks and CRB Disclosures Procedure
Admissions Policy	Welfare Policy
Confidentiality Statement	Bullying procedure and guidance
Health and Safety Policy and Procedure	IT Strategy
Student Disciplinary Policy and Procedure	Staff Disciplinary Policy and Procedure
Attendance Procedure	Learner Support Policy and Procedure
Behaviour Policy, Procedure and guidance notes.	Substance Abuse Procedure and guidance notes.