

## **SAFEGUARDING POLICY STATEMENT**

Park Education has a statutory and moral duty to ensure that the company functions with a view to safeguarding and promoting the welfare of children, vulnerable adults and apprentices receiving education and training from the centre. It recognises its role, along with other local services, in facilitating the well-being of children.

The term 'children' refers to those being under 18. Park Education recognises that some adults are also vulnerable and accordingly the procedures may be applied, with appropriate adaptations to allegations of abuse and the protection of young or vulnerable adults.

Park Education people embraces and will promote the five expected outcomes for children and young as set out in the Ofsted Common Inspection Framework.

Enjoying a healthy lifestyle Staying safe

Enjoying and achieving Making a positive contribution Achieving economic well being

Park Education is committed to ensuring that it:

Provides a safe learning environment

Identifies children and young people, apprentices and vulnerable people who are suffering, or likely to suffer, significant harm

Takes appropriate action to help ensure that such children and young people, apprentices and/or vulnerable adults are kept safe, both at work and at the centre

Raises awareness of issues relating to the welfare of children and young people, apprentices and/or vulnerable adults

Establishes procedures for reporting and dealing with allegations of abuse against members of staff

Aids the identification of children and young people, apprentices and/or vulnerable adults at risk of significant harm and provides procedures for reporting concerns

The designated senior member of staff with lead responsibility for safeguarding issues is Winnie po Emelugo.

The designated senior 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 children and young people, apprentices and/or vulnerable people's protection

Maintaining a record of any referral, complaint or concern (even where that concern does not lead to a referral)

Liaising with employers and training organisations that receive children or young people, apprentices and/or vulnerable people on long term placements to ensure that appropriate safeguards are put in place

Ensuring that staff receive training in protection issues and are aware of the centre protection procedure

instances, staff in education institutions have been found to be responsible for abuse.

because of their frequent contact with children and young people, apprentices and/or vulnerable

Park Education adults, staff may have allegations of abuse made against them. Park Education recognises that any such allegation may be made for a variety of reasons and that the facts of the allegation may not be true.

The Centre Manager or the designated person should make an initial assessment of the allegation, consulting with the senior staff member with lead responsibility as appropriate. Where the allegation is considered to be either a potential criminal act or indicates that the child or person has suffered, is suffering or is likely to suffer significant harm, the matter should be reported immediately to the appropriate supporting agencies. If the allegation represents inappropriate behaviour or poor practice and is neither potentially a crime nor a cause of significant harm to the child or person, the matter should be addressed in accordance with the Park Education disciplinary procedures. It may be that the allegation can be shown to be false because the facts alleged could not possibly have happened.

Park Education will keep accurate records of any allegations. Records of any investigations will be retained in a secure place together with a written outcome and details of any action taken. Support and counselling will be offered where appropriate. Staff, the alleged victim and or family members will be informed of the progress throughout any investigation.

These procedures apply to all staff whether teaching, administrative, management or support as well as to volunteers.

Park Education and Training Centre wants you to be safe and takes seriously its responsibility to provide a safe environment where all can study and work together. Through our Safeguarding policy Park Education supports the Government's 'Prevent' strategy which aims to stop people being radicalised and covers a broad range of activities and initiatives. All staff is required to complete Channel General Awareness course. At the beginning of every course, learners are informed of the 3 steps to keep in safe — Prevent, Be SMART and E-Safety- and are given handouts.

PETC safeguarding is an integral part of all activities and functions as it is a fundamental element of the general performance of the training centre. It applies to our members of staff as well as the company's property and assets. This policy also compliments and supports other relevant policies and procedures.

We strongly believe that all learners have the right of protection against abuse, harm, mistreatment or exploitation irrespective of their race, age, gender, disability, religious belief and/or sexual orientation,

The board members, directors, managers and staff recognise and appreciate the significance of working together with learners, parents/carers, employers and any other parties that may be involved in order to safeguard and ensure that the interests and well being of learners are maintained at all times.

- Respecting them and their opinions and ideas.
- Making information available to the relevant agencies regarding any concerns.
- The proper and safe recruitment procedure has been followed including appropriate checks and verifications are made.
- Putting in place a code of conduct for all members of staff within the company.
- The provision of effective management through induction, assistance and training.
- Ensuring that all staff understands their duty to report misconduct, transgression, fraud and any other illegal activity they find taking place within the company.
- Handling allegations and concerns that pertain to members of staff correctly
- We will strive to safeguard learners by:
  - Understanding their importance
  - Listening to their ideas and concerns
  - Making them part of decisions that may involve them.
  - Making sure that all concerned parties know about the safeguarding policy and protection procedures and abide by them.
  - Maintaining a secure environment for learners to be in.