



## **SAFEGUARDING AND PREVENT POLICY**

<b>Date Last Reviewed</b>	<b>December 2023</b>
<b>Date Effective From</b>	<b>6<sup>th</sup> January 2024</b>
<b>Date of Next Planned Review</b>	<b>December 2024</b>
<b>Signed</b>	<b>Natalie King, Managing Director</b>

### **Scope**

AccXel aims to adopt the highest possible standards and take all reasonable steps in relation to the safety and welfare of children, young people and vulnerable adults.

AccXel will ensure that it maintains the highest possible standards to meet its social, moral and legal responsibilities to protect and safeguard the welfare of children, young people and vulnerable adults with whom AccXel's work brings it into contact.

AccXel aims to facilitate the management of the risk associated with the duty to protect young people and vulnerable adults and highlight the areas that form the basis of AccXel's approach to safeguarding.

AccXEL is committed to meeting its statutory duties as required by inspection and funding bodies.

AccXel is committed to the Safeguarding and Well Being of children, young people and vulnerable adults. It has therefore appointed and trained the following designated officers:

- Designated Safeguarding Lead: Louise Dawson-Thomas
- Deputy Safeguarding Lead: Corey Notley-Barnard

The designated officers are responsible for ensuring implementation of this policy. If any concerns are highlighted under this policy these officers are the first point of call.

While it is impossible to ensure that a child, young person or vulnerable adult would never come to any harm, the adoption of this policy, the associated guidelines and the training of staff makes this much less likely.

This policy will highlight the areas that form the basis of AccXel approach to safeguarding & Prevent and the well-being of children, young people and vulnerable adults.

### **Policy Statement**

AccXEL:

- confirms its commitment to ensure the health, safety and welfare of all its learners irrespective of their age
- is committed to the Safe Learner concept which will ensure that all learners gain an understanding of the importance of health, safety, safeguarding and personal welfare and develop a responsible attitude to risk and adopt safe behaviours.
- is committed to ensuring that learners understand clearly how to raise concerns and, where necessary, how to make a complaint
- accepts the principle that although no reports of sexual abuse or harassment are reported, there is an assumption that sexual harassment, online sexual abuse and sexual violence may be happening in and around the setting

Safeguarding and promoting the welfare of young people is everyone's responsibility. Everyone who comes into contact with young people and their families and carers has a role to play in safeguarding young people. In order to fulfil this responsibility effectively, all professionals associated with AccXel make sure their approach is learner-centred. This means that we consider, at all times, what is in the best interests learners and apprentices.

### **Legislation and Guidance Underpinning this Policy**

- Equality Act 2010
- Keeping Children safe in Education (2023)
- Working together to Safeguard Children (2023)
- Children and Families Act (2014)
- Safeguarding and Safer Recruitment in Education (2007)
- Safeguarding Vulnerable groups Act (2012)
- Protection of Freedoms Act (2012)
- Sexual Offences Act (2003)
- Ofsted's inspecting safeguarding guidance for inspectors (2022)
- Guidance for safer working practice for those working with children and young people in education settings and addendum 2020
- The Prevent Duty

### **Implementation of the Policy**

The procedures contained in this policy apply to ALL staff and anyone working on behalf of AccXel.

The policy is provided to and discussed with all staff at induction.

All staff are required to co-operate, conform and comply with the requirements of this policy.

This policy will be further promoted on AccXel's website, through learner and staff induction, subsequent training, and through communications such as emails and the issuing of briefings to ensure that the commitment to our policy is reinforced and remains.

We will ensure our learners are safeguarded by appointing Designated Safeguarding Leads

In addition, we will:

- ensure that staff have read and understand Part One and Annex A of Keeping Children Safe in Education
- ensure staff adhere to our expectations and understand what to do if a young person discloses any allegations against AccXel staff.
- provide staff with guidance on procedures they should adopt to minimise the risk of harm to learners and, in the event that they suspect a learner may be experiencing or be at risk of harm, to offer guidance on appropriate action
- ensure that training for staff helps learners to understand how to keep themselves safe from the wide range of harm to which they may be subject
- ensure that staff recognise, and can respond appropriately, where abuse is suspected
- raise awareness in learners that they can be at risk in a range of environments
- share information about concerns with agencies who need to know, and involving employers, parents, carers, apprentices and learners appropriately.
- ensure that the Disclosure and Barring Service, in accordance with their guidelines, checks all staff with responsibility for children and where necessary those learners deemed "at risk"
- make all new staff aware of our safeguarding and child protection procedures and policies through effective induction and on-going reinforcement training.
- review our policy at regular intervals
- recruit staff safely through effective safe recruitment processes
- refer appropriate allegations externally to the Gloucestershire Safeguarding Children's Board or Gloucestershire Safeguarding Adults Board

### **Apprentices and Learners in Employers' or Work Placement Companies**

Safeguarding is embedded as part of our apprenticeship and placement vetting process raising awareness of the importance of safeguarding with employers. Employers are issued with guidance relating to AccXel's safeguarding and Prevent responsibilities and how employers should support AccXel. The Safeguarding of apprentices and learners in placement companies is reviewed during each formal review or more frequently if necessary.

### **Staff Responsibilities under the Prevent Duty**

AccXel staff training is designed to ensure that staff understand their responsibilities under Prevent which covers

- Responding to the ideological challenges of terrorism and the threat learners and staff face from those who promote it

- Preventing people from being drawn into terrorism and ensuring that they are given appropriate advice and support
- Working with various sectors and organisations where there are risks of radicalisation that need to be addressed.
- In view of this we have a Prevent risk assessment

AccXel ensures that training for staff and learners is effective by:

- Delivering training to learners and staff so that they understand the nature of the threat from violent extremism
- Teaching and learning strategies which explore controversial issues in a way which promotes critical analysis
- Responding appropriately to events in local, national or international news that may impact on learners and communities
- Ensuring measures are in place to minimise the potential for acts of violent extremism
- Ensuring plans are in place to respond appropriately to threats or incidents relating to extremism
- Clear ICT and e-safety policies
- Specific training for the Safeguarding Lead and Deputy. (The DSLs attend designated lead safeguarding training provided by an external recognised provider and communicate routinely with the regional Prevent coordinator. They are aware of how to communicate with the local safeguarding partners.)

### **Self-Reporting**

There may be occasions where a member of staff has a personal difficulty, or perhaps a physical or mental health problem, which they know is impinging on their professional competence. Staff have a responsibility to discuss such a situation with their line manager so professional and personal support can be offered to the member of staff concerned. Whilst such reporting will remain confidential in most situations, this cannot be guaranteed where personal difficulties raise concerns about the welfare or safety of those that we have a responsibility for.

### **Whistle blowing**

We have a whistle blowing policy which is understood by all staff. It is recognised that whistle-blowing can be difficult and stressful, advice and support are available from AccXel's Designated Safeguarding Officer.

### **About this Policy**

#### **How we will promote this policy**

Our policy commitment is promoted through our website, through communications to employers, parents and carers (age appropriate), through our staff recruitment and selections procedures, through staff and learner induction and through on-going reinforcement at learner progress reviews and through bulletins and emails.

#### **How we will get commitment to the policy**

All job descriptions specifically identify individual responsibility for ensuring learners' and apprentices' health, safety and welfare.

Through clear documentation outlining our expectations for learners' and apprentices' behaviour, attendance and punctuality (including at work) we ensure a calm and orderly environment resulting in positive and respectful culture and environment in which learners feel safe.

This documentation is shared and understanding reinforced at learner induction.

### **How we will train our employees in implementing the policy**

All staff undergo safeguarding-related training delivered by internal/ external qualified/ trained specialists.

Staff training has been reviewed to ensure that staff apply the same expectations regarding sexual harassment and online abuse set out in Ofsted's inspection handbook as further education and sixth form colleges.

### **How we will protect our apprentices**

We ensure that learners and apprentices are protected by assessing the most significant risks in our location. The most significant risks identified are as a result of gang culture, knife crime, peer-on-peer abuse and Child Sexual Exploitation. To minimise these risks, training for staff and for learners and apprentices include recognising and responding to low-level concerns such as the use of inappropriate sexualised, intimidating or offensive language.

We recognise, in addition, that technology has resulted in an increase in sexting and our staff and learner training specifically identifies what actions should be taken based on the severity of the activity.

### **How we will prevent abuse towards our apprentices**

In addition to the points made in the previous section, we have a well-understand staff expectations and a learner behaviour policy which is discussed at induction and reinforced in response to any infringements.

We have clearly documented safe recruitment procedures to ensure that only suitable candidates for staff or volunteer positions are appointed.

### **How we have a way of raising, recording and investigating concerns**

We have a clear culture where learners and staff can raise concerns. Where concerns are deemed to be of a sufficiently serious nature, we have a formal reporting process to include how concerns are to be investigated.

### **How do we have a way of apprentices getting support or guidance?**

In addition to advising apprentices of the availability of staff and the appointment of workplace mentors, we also issue learners, through the learner handbook, contact details for a range of external support agencies.

**How we monitor its IT usage**

We have an e-safety and social networking policy

**How we review the policy and how often**

Our policies are reviewed annually and when there are significant changes in statutory, legislative or inspection requirements.

Signed:

*Natalie King*

Date: 06/01/2024