



Safeguarding Children and Vulnerable Adults Policy

Purpose and Background

Safety of children and vulnerable learners is a topic that is rarely out of the news. High profile cases of abuse of children and vulnerable adults highlight the importance of vigilance. New forms of abuse such as internet grooming, financial abuse of older people and the extreme difficulties faced by young asylum seekers, mean our policies and procedures need to be continually reviewed to keep abreast of these developments.

The Children Act 1989 defines a 'child' as a person under the age of 18.

The Safeguarding Vulnerable Groups Act 2006 defines a 'vulnerable adult' as;

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

Policy Statement

Pathfinder Trust is fully committed to providing a working and learning environment that is free from abuse and harm. It will actively promote a free and safe culture within all of its work and learning environments by: clearly identifying and communicating the roles and responsibilities within the organisation for safeguarding; having clear audited procedures in place; training all staff in safeguarding procedures and by allocating sufficient resources to safeguarding; applying a zero tolerance to any form of abuse and harm.

Roles and Responsibilities

Chief Executive (George Curry)

- Allocate required resources to provide adequate safeguarding measures
- Provide leadership in ensuring the safety of Children and Vulnerable Adults.
- Review and approve policy annually

Quality and Performance Monitor (Linda Banting)

- Ensure Centre Managers are competent to manage the safeguarding of Children and Vulnerable Adults
- Put in place a comprehensive training programme to ensure all staff are competent to undertake safeguarding duties

- Ensure all Centre Managers have been thoroughly vetted prior to undertaking duties
- Audit review each centres performance against safeguarding procedures
- Review and update safeguarding procedures

Centre Managers

- Manage the application of safeguarding procedures in their centre
- Act as the focal point for safeguarding in their centre
- Ensure all staff are competent to undertake their safeguarding duties
- Audit review the application of the safeguarding procedures in their centre.
- Clearly communicate the safeguarding policy to all staff
- Ensure all learners are aware of the safeguarding policy.
- Liaise with partner agencies as required

Staff

- Ensure that Centre Managers are aware of any children and vulnerable adults on their tutor page
- Comply with policy and procedures
- Promote a safe learning environment

Safeguarding Procedures

Step 1

Pathfinder Trust recruitment procedures must be followed in the appointment of all staff.

Step 2

No new member of staff must be allowed to work with learners on their own until they have been fully vetted, including the completion of the ECRB check.

Step 3

All new members of staff and learners under the age of 18 will have a Young Persons Risk Assessment Carried out as per the Health and Safety procedures. All new learners will have a new learner risk assessment,

Step 4

As part of the initial advice and guidance session, all new learners will be shown the Safeguarding Children and Vulnerable Adults Policy and Procedures documents. They will be asked if these policies apply to them and if so asked to complete a Vulnerable Adult Risk Assessment. All children and vulnerable adults will be given a copy of the policy and procedures.

Step 5

All children and vulnerable adults within the centre will be informed that the Centre Manager will be their nominated contact point for any concerns they may have regarding their safeguarding. The Centre Managers must liaise with the Quality and Performance Monitor and any relevant Partner organisations, to ensure their safeguarding.

Step 6

Each Centre Manager must keep a secure up to date record of all children and vulnerable adults either working in or learning in the Centre. They should monitor their progress on a regular basis and check they are safe from abuse and harm whilst in the centre.

Step 7

Any incidence or alleged incidence of abuse whatever the nature must be immediately reported to the Centre Manager who will put in place preventative measures to stop any possible abuse from continuing. The Centre Manager will then inform the Quality and Performance Monitor of the incident who will undertake an immediate formal review and put in place actions to resolve the issue in the long term.

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