

Picassos Training Academy

Safeguarding Policy

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Safeguarding Policy

Introduction

Safeguarding is defined as:

- Protecting children, young people and adults from maltreatment or things that are bad for their health and development
- Protecting people's health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect
- Making sure people's well-being is promoted, taking their views, wishes, feelings and beliefs into account

Picassos Training Academy is committed to safeguarding and promoting the welfare of children, young people and adults in all its training activities. In the interests of good practice Picassos believe we should have a clear policy, associated procedures and guidance to work with children, young people and adults. Picassos recognises that it has a duty to assist in the development of its staff, associates and learners to recognise their responsibilities through guidance, support and training, in order to minimise the risk and avoid situations where abuse or neglect may take place.

Picassos Training Academy provides opportunity for young people and adults to learn new skills, gain confidence and maximise their potential. The learning programmes we deliver help young people to prepare for the world of work, gain qualifications and give many adults employed in elementary positions their first formal qualifications. Promoting safe working practices and an understanding of rights and responsibilities at work are key components of all learning programmes. Picassos Training Academy understands that there are two main aspects to safeguarding and promoting welfare of learners; minimising risks and having arrangements in place to address concerns.

All staff, associates, partners and volunteers have an important part to play in the safeguarding of children, young people and adults and protecting them from harm, abuse or neglect.

Overall Aims

This policy will contribute to the safeguarding of children, young people and vulnerable adults and promoting their welfare by:

- Clarifying standards of behaviour for staff, associates, partners and volunteers

- Contributing to the establishment of safe working and learning environments built on mutual respect and shared values
- Developing staff awareness of the causes of abuse
- Developing staff awareness of the risks and vulnerabilities their learners face
- Addressing concerns at the earliest possible stage
- Developing awareness in employers, partners and volunteers
- Alerting staff and associates to the signs and indicators that all might not be well
- Reducing the potential risks learners may face of exposure to violence, extremism, exploitation or victimisation

This policy will contribute to supporting learners by:

- Identifying and protecting the most vulnerable
- Identifying individual learner needs where possible
- Designing and adapting plans to meet the needs of our learners

Objectives of the policy

- Defining roles and responsibilities with regards to safeguarding
- Ensuring we practise safe recruitment in checking the suitability of staff, associates, self-employed status workers and volunteers who have access to children, young people or adults who may be considered as vulnerable
- Raising staff awareness of Safeguarding issues such as; minimising risk, recognising abuse, and treating all learners with respect
- Equipping learners with the skills needed to keep themselves safe in the workplace
- Providing clear, comprehensive, easily understood procedures for dealing with allegations of abuse
- Raising awareness of how to deal with requests for help and support on a confidential basis
- Establishing a safe environment for all staff, associates and learners
- Working in partnership with local safeguarding boards and child protection agencies where applicable

Expectations

All staff, associates, partners and volunteers will:

- Be familiar with this safeguarding policy and all related practices and procedures
- Be subject to Safer Recruitment processes and checks

- Undertake training as provided by Hartwell Training academy in relation to safeguarding when requested – safeguarding training is mandatory
- Be alert to signs and indicators of possible abuse
- Be involved in the implementation and integration of support plans for all learners
- Record concerns and report immediately for the Designated Safeguarding Lead or a member of the safeguarding team providing a written account as soon as possible

Accountability, Roles and Responsibilities

The welfare of children, young people and vulnerable adults is everyone's responsibility. Picassos Training Academy does not investigate individual child protection or adult cases or referrals. Picassos is not the statutory authority for the conduct of enquiries into specific cases; therefore Picassos Training Academy staff and associates need to follow the Picassos Training Academy safeguarding procedures to ensure that all allegations or suspicions of abuse or significant harm to a child, young person or vulnerable adult are dealt with swiftly, and reported to the relevant statutory agency by the designated safeguarding lead.

Picassos will share all relevant information with the relevant statutory agencies (Police or Social Services)

Specific roles and responsibilities concerning safeguarding are detailed below:

The Designated Safeguarding Lead will:

- Report all safeguarding concerns and matters to the Directors
- Undertake regular and appropriate training for the role
- Make decisions to investigate any allegations or concerns about abuse
- Address any immediate protection issues
- Have access to safeguarding files which are otherwise restricted
- Carry out any internal investigations regarding safeguarding
- Make decisions to refer to an appropriate statutory agency (Police or Social Services)

The Deputy Designated Safeguarding Lead will take up the above responsibilities in the absence of The Designated Safeguarding Lead.

The Safeguarding Officers will:

- Undertake regular and appropriate training for the role

- Undertake Designated Safeguarding Lead training in order to be able to fulfil this role in the absence of the Designated Safeguarding Lead
- The safeguarding officers will liaise with the designated safeguarding lead on all safeguarding issues that come to their attention

Direct Delivery Staff and Associates will:

- Attend training sessions as provided by Picassos Training Academy in relation to safeguarding when requested – safeguarding training is mandatory
- Be alert and know how to identify signs of abuse and risk to the learner and take responsibility for referring concerns to the designated safeguarding lead or deputy in the absence of the designated safeguarding lead
- Be prepared to listen to and take seriously the concerns of learners or carers
- Write down details clearly word for word
- Maintain clear records as necessary
- Ensure all paperwork is treated confidentially and provided to the designated safeguarding lead who will maintain all documentation in a secure environment
- Always set a good example to learners by your own exemplary behaviour

Children, Young People and Adults

As a Further Education provider Picassos Training Academy is legally required to Safeguard and promote the welfare of children, young people and adults

A child is legally defined as any person who is under the age of 18 years.

A young person (in the UK) is a person generally from 14-17 years of age

An adult is person who is 18 years or over

A vulnerable adult is described as a person aged 18 years of over, who is in receipt of or who may be in need of community care services by reason of mental or other disability, age or illness, and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.

In law a child is a child until their 18th birthday and this applies to all domestic legislation. There is no legal definition of a young person and different programmes work with 'young people' of different age groups, for example 16-18, 19+. There is no official age at which a 'child' becomes a 'young person'. Please note that young people aged between 18-25 years who have a registered disability are still covered under the Childrens Act.

The Disclosure and Barring Service (DBS) helps employers make safer recruitment decisions and prevent unsuitable people from working with vulnerable groups, including children.

From 10th September 2012 the definition of regulated activity in relation to safeguarding adults changed. Regulated activities are the activities that the DBS can bar people from doing. It is a criminal offence for a barred person to seek to work, or work in, activities from which they are barred. It is also a criminal offence for employers or voluntary organisations to knowingly employ a barred person in regulated activity.

What is regulated activity?

Regulated activity is any activity of a specified nature that involves contact with children, young people or vulnerable adults on a frequent and intensive basis. Such activities include teaching, training, care, supervision, advice and guidance, treatment and transportation.

Types of activity which can be classified as regulated activity relating to adults are:

- Healthcare for adults provided by, or under the direction or supervision of a regulated healthcare professional
- Personal care for adults involving hands on physical assistance with washing and dressing, eating, drinking and toileting: prompting and supervising an adult with any of these tasks because of their age, illness or disability; or teaching someone to do one of these tasks
- Social work – provision by a social care worker or social work which is required in connection with any health services or social services.
- Assistance with an adults cash, bill or shopping because of their age, illness or disability via a third party
- Assisting in the conduct of an adult's own affairs under formal appointment
- Conveying adults for reasons of age, illness or disability to, or from, or between places, where they receive healthcare, personal care or social work arranged via a third party.

Types of activity which can be classed as regulated activity relating to children are:

Unsupervised Activities – teach, train, instruct, care for or supervise children, or provide advice/guidance on well-being, or drive a vehicle only for children.

Work for a limited range of establishments with opportunity for contact; for example schools, children's homes, nurseries and childcare premises.

Picassos Training Academy Learners

As a provider of 16-18 Apprenticeship programmes, Picassos Training Academy trainers, tutors, staff and associates will regularly come into contact with young people.

Although our main adult training programmes are with employed adults who would not normally fall into any of the above categories we should be aware that a proportion of our learners may experience challenges such as language difficulties – where a learner’s first language may not be English; and may be the potential subject of racial and discrimination abuse; or have a poor understanding of their rights and responsibilities at work.

Picassos Training Academy’s role in the Prevention of Abuse

Picassos Training Academy will provide all learners with opportunities to develop skills, concepts, attitudes and knowledge that promote their safety and well-being.

Picassos training staff and associates are encouraged to treat one another with respect and dignity, work in a safe environment, have a voice and be listened to. All our policies which address areas of potential harm such as bullying and harassment, and equality and diversity are linked to bring about a whole organisational approach.

Safeguarding Learners who may be vulnerable to extremism and radicalisation.

Since 2010, when the Government published the Prevent Strategy, there has been an awareness of the specific need to safeguard children, young people and adults – who may be vulnerable due to their regulated activities – from violent extremism. There have been several occasions both locally and nationally in which extremist groups have attempted to radicalise vulnerable children and young people in particular to hold extreme views including views justifying political, religious, sexist or racist violence, or to direct them to rigid and narrow ideology that is intolerant of diversity and leaves them vulnerable to future radicalisation.

Picassos Training Academy values freedom of speech and the expression of beliefs and ideology as fundamental rights underpinning our society’s values. All individuals have the right to speak freely and voice their opinions. However, freedom comes with responsibility and free speech that is designed to manipulate the vulnerable or leads to violence or harm of others, goes against the moral principles in which freedom of speech is valued. Free speech is not an unqualified privilege; it is subject to laws and policies governing equality, human rights, community safety and community cohesion.

The current threat from terrorism in the UK may include the exploitation of vulnerable people, to involve them in terrorism or in an activity in support of terrorism. The normalisation of extreme views may also make children, young people and adults vulnerable to future manipulation and exploitation. Picassos is clear that this exploitation and radicalisation should be viewed as a safeguarding concern.

Picassos seeks to protect children, young people or vulnerable adults against the messages of all violent extremism including, but not restricted to, those linked to Islamist ideology, or to Far Right, Neo Nazi, White Supremacist ideology, Irish Nationalist and Loyalist paramilitary groups, and extremist Animal Right movements.

Numerous factors can contribute to and influence the range of behaviours that are defined as violent extremism, but most young people do not become involved in extremist action. For this reason the appropriate interventions in any particular case may not have any specific connection to the threat of radicalisation, for example they may address mental health, learning difficulties, relationship or drug/alcohol issues.

Safeguarding learners who may be vulnerable to exploitation, forced marriage, female genital mutilation or trafficking.

Our safeguarding policy provides the basic platform to ensure that children, young people and vulnerable adults are given the support to respect themselves and others, stand up for themselves and protect each other.

Our staff and associates are supported and given guidance to help them recognise warning signs and be aware of learners who may be considered vulnerable and therefore are susceptible to being exploited. This may include experts or members of the Prevent Team talking to the staff and provision of training and awareness sessions.

Our designated safeguarding lead and safeguarding officers know where to go for advice as necessary.

Where there are risk factors suspected or present, then this must be immediately reported to the designated safeguarding lead or one of the safeguarding officers.

Picassos will work in partnership with appropriate agencies in the best interests of the learner and we will cooperate with any enquiries that take place as a result of a risk factor being investigated.

All Picassos Training Academy staff and associates working within our organisation have a duty to report any potential safeguarding concerns about an individual's behaviour towards a colleague or learner immediately.

Staff Support

Picassos Training Academy recognises the stressful and traumatic nature of child and vulnerable adult protection work. We will support staff by providing an opportunity to talk through their anxieties with the designated safeguarding lead and to seek further support as appropriate.

Staff Involvement and Development

In ensuring all our staff and associates have the appropriate knowledge and understanding of safeguarding Picassos Training Academy will:

- Carry out initial assessment of staff and associates at induction to identify their individual training needs in relation to safeguarding
- Carry out regular one to ones where training and development needs will be identified and improvements monitored
- Provide relevant initial and ongoing training according to job role, and in particular for those staff who have regular access to children, young people or adults
- Involve staff in the development and implementation of the safeguarding policy and practice

Learner Involvement

When reviewing and developing Safeguarding Practices and Policies, Picassos Training Academy will:

- Consult with and involve learners through formal feedback processes
- Consult with and involve learners in the developmental and design of promotional materials on Safeguarding
- Develop methods for engaging learners with the development and implementation of the safeguarding policy and practice

All staff, associates, self-employed status workers and volunteers are expected to take time and read the policy.

Signed..... Date.....

Name..... Position.....