



Damar Training

Our Policy for Safeguarding and promoting learner welfare including Prevent

NB: if you have a concern about the welfare of a learner please speak to Maria Grimsley (Designated Officer), Robin Lindsay (Deputy Designated Officer) or Jonathan Bourne (Director) immediately – contact details inside.

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1. Policy for Safeguarding and Promoting Learner Welfare

Further education colleges and providers of adult, community and work-based learning in England are required by the Safeguarding Vulnerable Groups Act 2006 to secure the safety of children, young people and vulnerable adults who are their learners. All of our staff are DBS checked.

Damar is committed to safeguarding and promoting the welfare of all of our learners, placing particular emphasis on young people and vulnerable adults during their learning journey. As a training provider Damar recognises its responsibility to promote the right of every young person and vulnerable adult to:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well being

This policy is regularly reviewed and updated as necessary and as part of our annual self-assessment. It forms part of our wider quality system and is embedded in our other core quality and procedural documents. A copy of the policy is given to every member of Damar staff, is displayed publicly in the reception area and is available for download from our website.

2. Organisational responsibilities

Our directors accept overall responsibility for safeguarding and promoting the welfare of our learners and delegate specific responsibilities to individual members of staff as appropriate.

All staff with delegated responsibilities receive information, training and support as is necessary to carry out their roles.

A competent member of Damar staff manages risk assessment for each individual and records/acts on their findings as appropriate.

3. Individuals with specific responsibilities

Designated Officer for Safeguarding – Maria Grimsley (tel: 07960 888 149)

Deputy Designated Officer for Safeguarding: Robin Lindsay (tel: 07960 815 300)

Safeguarding Support Officers – 0161 480 8171

Promoting the concept of Safeguarding amongst all staff: Jonathan Bourne (tel: 07768 056 712), Maria Grimsley and Robin Lindsay

Staff inductions: Maria Grimsley

Training environment and learner reviews: Business Development and Training Team

Raising learner awareness and initial reporting: all staff, particular emphasis on training team.

4. Environment

Through our embedded health and safety policies and procedures, we ensure as safe a training environment as is reasonably practicable, both when on release to our premises and also in the workplace.

Beyond this we will ensure that there is a 'culture' of safety and wellbeing by ensuring that:

- Safeguarding is a primary focus for all learner recruitment.
- All staff undergo thorough induction on legislation, code of conduct and safeguarding.
- Basic awareness training is provided for all and refreshed regularly.
- Safeguarding is a discussion point at team meetings.
- Specialist training is provided for the Designated Safeguarding Officers
- Relevant information is cascaded throughout the company using as wide a range of methods as possible.

5. Prevent

Prevent is 1 of the 4 elements of CONTEST, the Government's counter-terrorism strategy. It aims to stop people becoming terrorists or supporting terrorism.

There are a range of measures in place to challenge extremism in the UK. Our role is to recognise and support people who are at risk of being drawn into terrorist activity, with the help of the Channel Process. This process involves several agencies working together to access services such as health and education specialist mentoring and diversionary activities.

At Damar, we are fully committed to safeguarding our students and Prevent forms part of this commitment.

There is a long established culture of quality and vigilance within Damar. We promote and support mutual respect and inclusion. Our safeguarding systems seek to protect students and staff from a range of preventable harm which, in turn, contributes to effective learning and working.

Where there are any concerns relating to radicalism or extremism these are raised immediately with the Designated Safeguarding Officers. Appropriate action will then be taken in line with this safeguarding policy and procedures.

6. Staff Recruitment

Damar commits to safer recruitment procedures and practice.

We will continue to embed our commitment to Safeguarding in our organisation in a range of ways, including through:

- Our advertising
- Job Descriptions
- Person Specifications
- Application Forms
- Questioning
- Reference Requests
- Continuing Professional Development
- Ongoing Management and Training of Staff

7. The 5 Rs, Recognition, Response, Reporting, Recording and Referral

All staff are supported towards being able to recognise behaviour that may indicate abuse or a lack of wellbeing. Primarily they will focus on the learning and working environment, however, they should be sensitive to any signs for concern.

In the event of a concern being raised, all staff will be expected to refer their information to their Designated Officers in the first instance who may then, if appropriate, discuss at Director level and decide on 'next steps'.

Damar is committed to taking appropriate action. No report of a concern about possible abuse or lack of wellbeing will ever be ignored. In order to determine the most appropriate response, staff will aim to establish clarity on any potential issue and refer internally to the Designated Officers. It is not the intention that staff 'lead' or 'probe' with questions, rather that they 'listen well'. Staff will be required to record their concerns and pass to the Designated Officers and the Directors.

It will be the responsibility of the Designated Officers and the Directors, once concerns have been reported, to make further decisions and/or any resulting actions will reside with them.

ONLY the Designated Lead Officer or the Directors can make a decision to refer a complaint or allegation, having first gathered and examined all relevant information.

NO ONE other than the Designated Lead Officer, the Directors, or Safeguarding Support Officers, will be expected to carry out investigations into suspicions, allegations or complaints.

8. Safeguarding and Equality

In order to provide an overall safe learning environment, Damar is committed to the principles of Equality and Diversity, in line with legislation and through our Policy for Equality and Diversity. Damar will look to the law and to its own policy to reinforce the safeguarding of learner welfare in areas such as access to work, bullying and harassment.

9. Documents Supporting the Policy

Damar has a number of policies and documents which support this policy. These are available on request and include but are not limited to our:

- Self-assessment report
- Damar staff handbook
- Health and Safety Policy