south essex college
FURTHER & HIGHER EDUCATION

Safeguarding Policy

Including Child Protection and Adults At Risk Procedures

Student Services
2017-18

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Safeguarding Policy

1.0 Policy Statement

1.1 Policy Review

This policy will be reviewed annually to ensure that it is fit for purpose and meets the statutory requirements. It is the responsibility of the individuals appointed to the roles below at the College to review the Policy and to ensure it is compliant with relevant legislation, regulations, best practice and communicated to staff and ensure compliance.

- Deputy Principal
  - Lead SLT Member for Safeguarding for the College
- Head of Student Services
  - Lead Designated Child Protection Officer Operations
- Student Services Manager (Safeguarding & Pastoral)
  - Deputy Lead Designated Child Protection Officer Operations
- Head of Human Resources
  - College Lead Counter-signatory for Disclosure and Barring Service, Safeguarding Lead for Staff
- Human Resources Manager
  - Deputy Lead on Human Resources

1.2 Safeguarding Purpose

The purpose of this policy is to enable all staff employed by the College along with others engaged as agency workers, volunteers or contractors to safeguard Staff and Students and to promote the welfare of children and adults who may be at risk.

The College places a high priority on creating a culture in which it is safe to work and learn. Affording protection to our students is also a key priority, as is:

- Welfare of the child and adults at risk is paramount
- All children and adults at risk, regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection
- All staff have an equal responsibility to act on any suspicion or disclosure that may suggest a child or adult is at risk of harm
- Pupils and staff involved in child protection issues will receive appropriate support
- Affording protection to our Students.

1.3 Scope

This policy applies to all Governors, College employees, agency workers and volunteers, contractors, consultants and those working under self-employed arrangements. For the purpose of this policy the term ‘Staff’ will encompass the above groups.

They must acknowledge that:

- Students’ welfare is of paramount importance and all students have the right to be protected from abuse

- Governors, staff and volunteers will receive safeguarding training which is appropriate to their role
- Students who are being abused will only tell people they trust and with whom they feel safe and that any person confided in needs to be able to respond appropriately to any student who discloses evidence of abuse
- It is essential that our practice and behaviour puts students' welfare first and cannot be misconstrued in anyway and does not contravene accepted good practice or the College's Staff Code of Professional Conduct

1.4 Safeguarding Aims

The Safeguarding aims are:

- To keep students safe from harm or potential harm
- To develop a good understanding with all staff and Governors of the importance of safeguarding all children and adults at risk, and their responsibilities for identifying and reporting actual or suspected abuse
- To ensure safe recruitment and selection procedures are in place when recruiting Staff and engaging others in all forms of work at the College.
- To ensure that all students know that the College takes the safeguarding agenda very seriously and will follow the appropriate procedures for identifying and reporting abuse and for dealing with allegations against staff
- To ensure that parents/carers/guardians are clear about the value the College places on safeguarding

1.5 Related College Policies and Procedures

The Safeguarding Policy should be read in conjunction with:

- Staff Code of Professional Conduct
- Student Anti-Bullying & Harassment Policy
- Student Behaviour Policy & Procedure
- E-Safety Policy
- Prevent Strategy, Risk Assessment & Action Plan
- Health and Safety Policies and Procedures
- First Aid Policy
- Inclusive Risk Assessments or Risk Assessment & Management Plan
- HR Guidelines on Recruitment and Selection
- Critical Incident Plan

2.0 Safer Recruitment and Selection

Human Resources ensure full compliance with the Department for Education guidance "Keeping Children Safe in Education" incorporating safer recruitment and dealing with allegations of abuse made against teachers and other staff.

Human Resources Department obtain original documentation and ensure all pre-employment checks listed below are completed as appropriate for all new Staff, agency workers, volunteers, self-employed workers and contractors engaged to work in some form at the College. All relevant checks are completed prior to anyone commencing working in any capacity with Students:

- Identity
- right to work in the UK

- employer references (minimum of two from previous employers)
- pre-employment medical screening,
- qualification checks
- Enhanced Disclosure and Barring Service check on all employees prior to them commencing employment at the College.

Should any concerns be identified during the recruitment and pre-employment or pre engagement checking process, appropriate action is taken to source information and make an informed decision as to whether to progress employment or not. Subject to the nature of the concerns identified appropriate advice is sought from Head of Student Services or designated Senior Leadership Team Lead or member in their absence and a decision made whether to progress to appointment or not.

Staff are required to complete the mandatory online child protection training and are provided with safeguarding training. All new staff are required to attend an induction where they are provided with advice and guidance on safeguarding and how to safeguard themselves. Information is given to staff and they are advised how to find the associated policies and asked to familiarise themselves with these documents and their responsibilities.

3.0 Cross-College Responsibilities

3.1 Governing Body & Corporation

The designated member of the Governing Body & Corporation with responsibility for Safeguarding will ensure that the Governing Body are kept informed of safeguarding guidance. This Corporation member will ensure that the College continuously meets its statutory requirements for safeguarding children and vulnerable adults. They will not directly be involved in cases or have access to confidential information on students or staff. The Designated Member will work directly with Student Services and Human Resources to ensure that Safeguarding is high on the College agenda and everyone has an understanding of their responsibilities to safeguard students. There is no requirement for this designated member to receive specialist child protection and inter-agency working training.

3.2 Senior Leadership

The Deputy Principal is a Senior Leadership Team Member and will have overall lead responsibility for Safeguarding. This person is trained in child protection issues and inter-agency working, as required by the Local Safeguarding Children Board, and will receive refresher training at least every two years.

The lead Senior Leadership Team Member of staff is responsible for:

- Ensuring the College meets its statutory requirements with regard to safeguarding children and vulnerable adults
- Policy review and ensuring that parents/carers, staff and young people are aware of the College's Safeguarding Policy
- Supporting the Manager and Lead Designated Child Protection Officer (DCPO) to undertake their duties
- Ensuring the Safeguarding provision at the College is well resourced to meet its duties
- Advice & guidance to all staff
- Raising awareness of safeguarding across the Governing Body, Senior Leadership Team and Leadership & Management group

Where the Deputy Principal is not available the Vice Principal Curriculum & Quality, a member of the Senior Leadership Team, will assist the Head of Student Services and/or Head of Human Resources in ensuring the College undertakes its statutory duties. Support will also be available from the Assistant Principal Corporate Services.

3.3 Designated Staff:

3.3.1 Manager and Lead Designated Child Protection Officer (DCPO)

The Head of Student Services manages operational safeguarding and is Lead DCPO for the College. They have a key duty to take leadership for raising awareness with staff over issues relating to the welfare of children, young people and adults at risk. The Head of Student Services will receive training in child protection issues and inter-agency working, as required by the Local Safeguarding Children Board, and will receive refresher training at least every two years. They should keep up to date with developments in child protection/safeguarding/adult at risk issues.

The Lead DCPO is responsible for:

- Overseeing the referrals of cases of suspected abuse or allegations to Social Care, LSCB's or other appropriate agencies and safeguarding risk management
- Providing advice, guidance and support to other members of staff on issues related to child protection/adults at risk
- Overseeing the management of cases where child sexual exploitation (CSE) is suspected. The Lead DCPO will have attended additional training in relation to CSE
- Maintaining a proper record of any referrals, complaints or concerns (even when a concern does not lead to a referral)
- Liaising with the LSCB's and other appropriate agencies
- Ensuring that staff receive basic training in child protection/adults at risk issues and are aware of the College policy and procedure
- Promotion and awareness of all safeguarding issues
- Provide regular reports to SLT and the College Corporation setting out how the College has discharged its duties.

3.3.2 Deputy Lead DCPO

The Student Services Manager (Safeguarding & Pastoral), is the Deputy Lead DCPO. Alongside the day to day management of the Safeguarding & Pastoral Team, they will cover the responsibilities of the Lead DCPO in their absence as well as taking responsibility for certain areas of ensuring all young people and adults at risk enrolled at the College are protected from harm. The Manager has received training in child protection issues and inter-agency working, as required by the Local Safeguarding Children Board, and will receive refresher training at least every two years. They should keep up to date with developments in child protection/safeguarding/adult at risk issues.

In addition to the responsibilities listed above, the Deputy Lead DCPO is also responsible for:

- Liaising with secondary schools, social care and other agencies which send young people and adults at risk to the College to ensure appropriate arrangements are made for progression
- Promotion and awareness of all safeguarding issues

3.3.3 Head of Human Resources

The Head of Human Resources, is the lead signatory for DBS checks and for ensuring that all staff recruited to the College are fit to practice in this environment. The Head of Human Resources has received Level 1 Designated Child Protection Officer Training in child protection issues, inter-agency working and safer recruitment, and will receive refresher training at least every two years. They should keep up to date with developments in child protection/safeguarding/adult at risk and safer recruitment issues. They will also:

- Be the Lead Countersignatory for the Disclosure and Barring Service (DBS) disclosure carried out by the College and safeguarding risk management.
- Lead and responsible for reporting allegations of abuse against Staff to the Independent Safeguarding Authority part of the DBS.
- Manage the recruitment and selection process in line with safer recruitment and ensure all relevant pre-employment checks for all Staff, agency workers, volunteers etc are satisfactorily completed.
- Responsible for managing the College Single Central Record report which contains the evidence of all pre-employment checks completed.
- Lead on the management of complaints made against staff and any subsequent investigations.
- Assist in the training and development of all Staff, agency workers, and volunteers for safeguarding.
- Ensure that all staff are fully aware of their safeguarding responsibilities and the appropriate action to take in the event of an issue arising or being identified.
- Annually review the Staff Code of Professional Conduct which incorporates clarification on safeguarding.

3.3.4 Human Resources Manager Deputy

The Human Resource Manager will deputise in the absence of the Head of Human Resources as appropriate in relation to the effective management of safeguarding.

- Assist with the management of the recruitment and selection process in line with safer recruitment and all relevant pre-employment checks for all Staff, agency workers, volunteers etc.
- To assist with any complaints and subsequent investigations made against staff. They should ensure the timely and appropriate resolution of complaints and, if required, make sure action is taken in line with the College Disciplinary Policy and Procedure.
- Assist in the training and development of all Staff, agency workers, and volunteers for safeguarding.
- Ensure that all staff are fully aware of their safeguarding responsibilities and appropriate action to take in the event of an issue arising or being identified.

3.4 Designated Child Protection Officers

Additional members of teaching/professional services staff will assist the Lead DCPO with child protection/at risk adults' issues, as appropriate.

Designated DCPO's contact information for each campus is available via the College Intranet.

These designated staff members will:

- Report to the Lead and/or Deputy DCPO
- Will know how to make an appropriate referral
- Will be available to provide advice and support to other staff on issues relating to child protection/adults at risk
- Have particular responsibility to be available to listen to children, young people and adults at risk studying at the College
- Will deal with individual cases, including attending case conferences and review meetings as appropriate
- Have received training in child protection/adults at risk issues and inter-agency working as required by the LSCB and will receive refresher training at least every two years

3.5 All Staff & Volunteer Responsibilities (Good Practice Guidelines & Code of Conduct)

All staff (including Agency workers/Volunteers) have an equal responsibility to act on any suspicion or disclosure that may suggest a child or adult is at risk of harm. Due to their day to day contact with children, young people and adults, College staff are uniquely placed to observe changes in behaviour and the outward signs of abuse. Students may also turn to a trusted adult in College when they are in distress or at risk. It is vital that College staff are alert to the signs of abuse and understand the procedures for reporting their concerns.

To meet and maintain our responsibilities towards students we agree to standards of good practice. Good practice includes:

- Treating all students with respect
- Setting a good example by conducting ourselves appropriately
- Involving student's in relevant decisions that affect them
- Encouraging positive, respectful and safe behaviour among students
- Creating a listening culture and helping to ensure that students know that they can come to them to be listened to
- Being alert to changes in a student's behaviour and recognising that challenging behaviour may be an indicator of abuse
- Maintaining records and notes on changes in behaviour to support any potential referrals
- Reading and understanding the College's Safeguarding Policy and related policies on wider safeguarding issues such as bullying, behaviour, professional conduct and data protection
- Maintaining appropriate standards of conversations and interaction with and between students and avoiding the use of sexualised or derogatory language
- Being aware that the personal and family circumstances and lifestyles of some students lead to an increased risk of abuse
- Reporting any change in their personal circumstances (for example committing of an offence) that may call into question their suitability to work with children, young people and adults at risk

Where a member of staff or volunteer has reason to suspect that a student is at risk of harm they are to follow the procedure as set out in Appendix 3.

All staff and volunteers will complete the online Child Protection Training module when they first join the College. The Student Services Team, in partnership with Staff Development

and Human Resources, will deliver cross-college training, either face to face or via interactive learning modules.

4.0 Curriculum Development

The College believes that the curriculum, both academic and pastoral, is important in safeguarding and child protection and aims to ensure that curriculum development meets the following themes related to safeguarding:

- Developing self-esteem
- Developing communication skills
- Informing about all aspects of risk
- Developing strategies for self-protection
- Developing a sense of the boundaries between appropriate and inappropriate behaviour in adults and young people and children
- Developing non-abusive behaviour between students and in relationships
- How to respond to and report bullying and/or harassment
- Use of social and emotional aspects of learning to promote wellbeing

5.0 Abuse of Trust

5.1 General Principals

All staff are aware that inappropriate behaviour towards students is unacceptable and that their conduct towards students must be beyond reproach.

In addition, all staff should understand that, under the Sexual Offences Act 2003, it is an offence for a person over the age of 18 to have a sexual relationship with a person under the age of 18, where that person is in a position of trust, even if the relationship is consensual. This means that any sexual activity between a member of the College staff and a student under 18 may be a criminal offence, even if that student is over the age of consent.

The College's Staff Code of Professional Conduct sets out our expectations of staff. Appendix 4 outlines the process for any allegations against a member of staff.

5.2 Apprentices and Staff under 18 years

The College proactively recruit Apprentices across a number of areas and understand that they may have previously studied with the College. The College appreciate that Apprentices maybe in personal relationships with current students which commenced before their employment.

All Apprentices must disclose relationships to current students during pre-employment checks and should be aware that the College can request a relocation or terminate the offer of employment under Abuse of Trust requirements.

5.3 Staff with personal relationships with Students

All new staff must disclose relationships to current students during pre-employment checks to Human Resources. All current staff are required to disclose personal relationships with students e.g. family member or close friend of family starting a course of study, to Human

Resources and their Line Manager. In either situation this allows the College management team to manage any potential risks and take appropriate action. This offers protection to the staff member and the student during their time studying with the College.

5.4 Staff with family members as Students

The College recognises that staff will have family members who are enrolled on courses. Where a planned or unplanned event takes place that puts the member of staff in a social situation with students e.g. party or 'sleepover' to protect the member of staff it is recommended that they advise their line manager of this interaction. This affords a level of protection to the member of staff if disclosure of the event is made by a third party or allegations are made.

6.0 Safeguarding Concerns shared by Institutions/Agencies

Where the College shares a safeguarding concern regarding an individual, whether this be a student, staff member or volunteer, with another institution or agency partnership working will be key to referrals and information sharing. An agreed Lead Professional will be appointed who will be responsible for managing the referrals (e.g. to social care, LADO) and keeping all parties up to date with the progress of the case.

7.0 Students who may be particularly vulnerable

Some children may have an increased risk of abuse. It is important to understand that this increase in risk is due more to societal attitudes and assumptions, and child protection procedures that fail to acknowledge children's diverse circumstances, rather than the individual child's personality, impairment or circumstances. Many factors can contribute to an increase in risk including prejudice and discrimination, isolation, social exclusion, communication issues and a reluctances on the part of some adults to accept that abuse can occur.

To ensure that all of our students receive equal protection, we will give special consideration to students who are:

- Disabled or have special educational needs
- Living in a domestic abuse situation
- Affected by parental substance misuse, domestic abuse or parental mental health needs
- Asylum seekers (UAS)
- Living away from home
- Vulnerable to being bullied, or engaging in bullying
- Living in temporary accommodation
- Live transient lifestyles
- Living in chaotic and unsupportive home situations
- Not having support networks
- Personal substance misuse issues
- Physical or mental ill-health
- Financial circumstances
- Vulnerable to discrimination and maltreatment on the grounds of race, ethnicity, religion or sexuality
- Involved directly or indirectly in sexual exploitation
- Do not have English as a first language

- At risk of female genital mutilation (FGM)
- At risk of forced marriage
- At risk of being drawn into extremism

The list provides examples of additionally vulnerable groups and is not exhaustive. Special consideration includes the provision of safeguarding information and resources in community languages and accessible formats for students with communication needs.

8.0 Peer on Peer Abuse

The College recognises that children are capable of abusing their peers. We make clear that abuse is abuse and will not be tolerated or passed off as “banter” or “part of growing up”.

There are many forms of abuse that may occur and this list is not exhaustive:

- Physical abuse;
- Sexually harmful behaviour/sexual abuse;
- Bullying;
- Cyberbullying;
- Sexting;
- Initiation/hazing;
- Prejudice behaviour;
- Teenage relationship abuse.

Appendix 6 explains the procedures for dealing with cases of peer on peer abuse and the support to victims. The College has a robust Anti-Bullying Policy and Procedure which will be applied in most cases of peer on peer abuse with outcomes based on the College Behaviour Policy.

9.0 Support for those involved in a child protection issue

Child abuse is devastating for the child and can also result in stress and anxiety for staff who become involved.

We will support students, their families and staff by:

- Taking all suspicions and disclosures seriously
- Nominating a link person who will keep all parties informed and be the central point of contact
- Where a member of staff is subject to an allegation made by a student, separate link staff from Human Resources will be nominated to avoid any conflict of interest
- Responding sympathetically to any request from students or staff for time out to deal with distress or anxiety
- Maintaining confidentiality and sharing information on a need-to-know basis only with relevant individuals and agencies
- Storing records securely
- Offering details of helplines, counselling or other avenues of external support
- Following the procedures laid down in our whistleblowing, complaints and disciplinary procedures
- Cooperating fully with relevant statutory agencies

10.0 Complaints Procedure

Our complaints procedure will be followed where a student or parent/carer raise a concern about poor practice towards a student that initially does not reach the threshold for child protection action. Complaints against staff are managed by Human Resources and should be directed to the Head of Human Resources.

Complaints from staff are dealt with under the College's Disciplinary and Grievance Procedure.

11.0 Concerns about a Colleague

Staff who are concerned about the conduct of a colleague towards a student are undoubtedly placed in a very difficult situation. They may worry that they have misunderstood the situation and they will wonder whether a report could jeopardise their colleague's career. All staff must remember that the welfare of the child is paramount.

All concerns of poor practice or conduct, possible child abuse by colleagues towards students or any personal relationship identified must be reported to the Head of Human Resources. Complaints about the Principal should be reported to the Chair of Governors.

Equally if you are concerned for the welfare of a member of staff please speak with Human Resources who will be able to advise.

Staff should be aware that the College has a "whistle blowing" policy. This can be found on the College intranet DAVE.

12.0 Allegations against Staff

When an allegation is made against a member of staff, set procedures will be followed.

We recognise that some professionals do pose a serious risk to students, make an error in judgement or act inappropriately. We act on every allegation received. .

Staff who are the subject of an allegation have the right to have their case dealt with fairly, quickly and consistently and to be kept informed of progress. Suspension is used appropriately to manage safeguarding risks and ensure students and staff are protected. Suspension is not the default option and alternatives to suspension will always be considered.

Allegations against staff should be reported directly to the Head of Human Resources. Allegations about the Principal should be reported to the Chair of Governors.

Please see Appendix 4 for further details on dealing with an allegation against staff.

13.0 Site Security

Visitors to the College, including contractors, are asked to sign in and are given a badge and lanyard, which confirms they have permission to be onsite. All staff are responsible for managing safeguarding and health & safety across the sites. Where concerns are raised, staff should ensure these are passed to the relevant for team for action.

14.0 Local Authority Networks

The College will work within the Local Authority Networks to ensure that all students are protected from harm.

The College will adhere to the Southend, Essex & Thurrock (SET) Safeguarding Procedures to that referrals are timely and appropriate. The SET Procedures set out what should happen in any local area when a child or young person is believed to be in need of support.

The College will produce a Section 11 Audit (as outlined in the Children's Act 2004) and complete data returns to the Local Authority as requested on their performance against statutory guidance. The Head of Student Services will be responsible for providing these reports and presenting to the Local Safeguarding Boards as requested.

15.0 Sub-Contractors

The College will ensure that Sub-Contractors have an up to date Safeguarding Policy and named manager responsible for safeguarding across their organisation. All Sub-Contractors will be required to submit evidence of their policies and procedures to the Head of Apprenticeships & Subcontracting during annual audits and quality checks.

The Head of Apprenticeships & Subcontracting and the Deputy Head of Apprenticeships & Subcontracting will ensure that audits encompass safeguarding and safer recruitment checks across all partnerships. Any concerns or inadequate practices will be highlighted to the Vice Principal Curriculum & Quality, Deputy Principal, Head of Student Services and Head of Human Resources.

16.0 Work Experience

The College organise work placements for students from a range of programmes. Work Experience Coordinators work with employers to ensure that the placement is suitable for young people to undertake work experience.

The College is not able to request an enhanced DBS check with barred list information for staff supervising children aged 16 and 17 on work experience. If an employer requests this information as part of their employment checks the College reserves the right to ask for DBS numbers for our records, of those staff working with our students.

If an activity being undertaken by a student on work experience gives the opportunity for contact with children, this may be considered to be regulated activity. In these cases, the Work Experience Coordinator will ensure the student has an up to date DBS check if they are over the age of 16.

16.1 Concerns raised during a Work Experience Placement

Where a student or staff raises a concern regarding their placement and/or the conduct of any supervising staff member at that placement, the College will take all concerns seriously. The College will liaise with the employer and Local Authority as required to address any concerns. The College reserves the right to withdraw students from a placement if there are concerns raised.

Any employer who is concerned about a student can refer their concerns to the Work Experience Team or the Safeguarding & Pastoral Team. The College will lead on the concerns and work with the Employer to ensure that any placements can still go ahead without risk to customers or the student.

17.0 Extended College and off-site arrangements

Where extended College activities are provided by and managed by the College, our own Safeguarding Policy and Procedures apply. If other organisation provide services or activities on our site we will check that they have appropriate procedures in place, including safer recruitment procedures.

When our students attend off-site activities, including day and residential visits and work related activities, we will check that effective safeguarding arrangements are in place.

For more information on activities see the Educational Visits Policy & Procedure.

18.0 Training

The staff identified in section 3.0 as being the leads responsible for Safeguarding across the College will receive Child Protection Training every two years and will source appropriate CPD to ensure they keep abreast of issues related to safeguarding children and adults at risk.

All staff will be required to complete the online Child Protection and Safeguarding training module when they join the College. Staff will not be able to complete their 3 month probation without a successful pass on the training module.

Face to face Safeguarding training will be delivered to all staff as part of their Induction and also through Department meetings at key times during the academic year.

The Safeguarding & Pastoral Team will work with Staff Development and Learning Services to develop a range of CPD resources for all staff on Safeguarding topics.

19.0 Publicity

The College Prospectus, website and internal intranet site will contain a Safeguarding/Child Protection statement and outline of services available to students.

College induction (staff and student) will include an introduction to the Safeguarding Policy and related issues such as conduct, bullying & harassment and services available.

The Head of Student Services and the Student Services Manager (Safeguarding & Pastoral) are responsible for ensuring that there is cross-college knowledge of safeguarding. The Head of Human Resources will work collaboratively with Head of Student Services to ensure the Staff Guide to Safeguarding will be updated annually and made available electronically as well as hard copies in team rooms.

20.0 Guidance for staff dealing with specific safeguarding issues

The appendices of this policy will provide specific guidance for staff on how to deal with certain safeguarding issues.

Appendix 1: Background Legislation and Guidance

Education Act 2002
Section 175 places on the College the duty to carry out our function with a view to safeguarding and promoting the welfare of children and young people.

The Children's Act 2004
Section 10 places a duty on the College to cooperate with relevant agencies to improve the wellbeing of children in line with the arrangements put in place by the Local Authority.

Section 11 places on the College the duty to ensure that our functions are discharged with regard to the need to safeguard and promote the welfare of children.

Section 12A was inserted by section 194 of the Apprenticeships, Skills Children and Learning Act 2009 and requires the cooperation arrangements made under section 10 to include the establishment of a Children's Trust Board.

Working Together to Safeguard Children 2015
This guidance covers the legislative requirements and expectations on individual services to safeguard and promote the welfare of children. The guidance aims to help professionals understand what they need to do, and what they can expect of one another, to safeguard children. Clear guidance on the College's duty to meet Section 11 from the Children's Act is outlined in this guidance.

Keeping Children Safe in Education 2016
This is the statutory guidance from the Department for Education issued under Section 175, Education Act 2002, the Education (Independent School Standards) England) Regulations 2010 as amended by SI 2012/2962 and the Education (Non-maintained Special Schools) England) Regulations 2011. This document provides the statutory expectations of Colleges, places the accountability on all Staff to report safeguarding issues. The College is inspected against these regulations through Ofsted and internal Audit Committee.

Safeguarding Vulnerable Groups Act 2006
This provides the legislative framework for the introduction of the new vetting and barring scheme for those working with children and adults at risk. The scheme is the Government's response to recommendation 19 of the Bichard enquiry 2004. The primary aim of the scheme is to bar individuals from working in situations where evidence suggests that they present a risk of harm, to children or adults at risk.

Protection of Freedom Act 2012
The Protections of Freedoms Act 2012 and changes to Part V of the Police Act 1997 came into effect 29 May 2013 which applied filtering on Criminal Record Certificates in relation to old and minor convictions and cautions in relation to some posts. Improves the disclosure and barring services by scaling them back to 'common sense levels' while ensuring a continued service to help safeguard children and adults at risk by those who work or volunteer with them, but that they operate in a way which reduces the burden on employers and better respects the civil liberties of the individual.

The Right to Choose: Multi-agency statutory guidance for dealing with forced marriage (2014)
This guidance outlines the responsibilities concerning developing and maintaining local procedures and practice arrangements to enable front line professionals to handle cases of

forced marriage effectively. It sets out how cases of forced marriage should be responded to using existing frameworks for safeguarding children with or without learning disabilities, and to protect all adults with or without learning disabilities, from the range of abuses associated with forced marriage.

Forced Marriage (Civil Protection) Act 2007
Forced marriage is a marriage without the full and free consent of both parties. It is a form of domestic violence and an abuse of human rights. Forced marriages are not arranged marriages. In an arranged marriage the family will take the lead in arranging the match but the couples have a choice as to whether to proceed. In a forced marriage this choice is taken away under duress, often including severe emotional pressure and physical abuse. Forced marriage cannot be justified on religious grounds; every major faith condemns it.

Care Act 2014
Section 42 in Part 1 of the Act, outlines the duty to safeguard adults at risk of abuse or neglect.

Data Protection Act 1998
The act covers the rules on data protection if a business stores or uses personal information. It is under this Act that an individual can request to see all the data held by an organisation on them.

The Freedom of Information Act 2000
The Act provides access to information held by public authorities. The Act does not give access to an individual's personal data such as child protection records.

What to do if you're concerned a child is being abused 2015
This guidance is for anyone who comes into contact with children and families while working. It explains the signs of abuse and neglect to look out for and the action to take if you think a child is at risk.

Multi-agency statutory guidance on FGM 2016
This guidance sets out the responsibilities for all agencies involved in safeguarding and supporting women and girls affected by FGM. This guidance encourages agencies to cooperate and work together to protect and support those at risk of, or who have undergone, FGM.

Appendix 2: Definitions related to Safeguarding

Children
Anyone who has not yet reached their 18th birthday. The fact that a child has reached 16 years of age, is living independently or is in further education, is a member of the armed forces, is in hospital or in custody in the secure estate, does not change his/her status or entitlements to services or protection.

Child
In statutory guidance, as in the Children Acts 1989 and 2004, a child is anyone who has not yet reached their 18th birthday. 'Children' therefore means 'children and young people'. The fact that a child has reached 16 years of age, is living independently or is in further education, is a member of the armed forces, is in hospital or in custody in the secure estate for children and young people, does not change his or her status or entitlement to services or protection under the Children Act 1989.

Safeguarding and promoting the welfare of children
Defined for the purposes of this guidance as:

- protecting children from maltreatment;
- preventing impairment of children's health or development;
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and
- taking action to enable all children to have the best life chances.

Child Protection[1]
Part of safeguarding and promoting welfare. This refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.

Adults at Risk[2]
A person aged 18 or over who in need of care and support regardless of whether they are receiving them, and because of those needs are unable to protect themselves against abuse or neglect.

Abuse[3]
A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults, or another child or children. It can involve one or more of the following:

- Physical
- Emotional
- Neglect
- Sexual

Adult Safeguarding
Protecting a person's right to live in safety, free from abuse and neglect. In the context of legislation, specific adult safeguarding duties applies to any adult who:

[1] Working Together to Safeguard Children, 2015
[2] Care Act 2014
[3] Working Together to Safeguard Children, 2015

- Has care of support needs and,
- Is experiencing, or is at risk of, abuse and neglect and,
- Is unable to protect themselves because of their care and support needs.

Abuse within the Adult Safeguarding Context
The Social Care Institute for Excellence (SCIE) provide the following list as types of abuse that adults could be at risk of:

- Physical abuse
- Domestic violence or abuse
- Sexual abuse
- Psychological or emotional abuse
- Financial or material abuse
- Modern slavery
- Discriminatory abuse
- Organisational or institutional abuse
- Neglect or acts of omission
- Self-neglect

Significant harm
The Children Act 1989 introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interests of children. It provides further detail on the steps taken by local authorities when dealing with significant harm.

There are no absolute criteria on which to rely when judging what constitutes significant harm. Harm is constituted by ill-treatment or the impairment of health or development (including, for example, impairment suffered from seeing or hearing the ill-treatment of another). Consideration of the severity of ill-treatment may include:

- the degree and the extent of physical harm
- the duration and frequency of abuse and neglect
- the extent of premeditation
- the presence or degree of threat, coercion, sadism and bizarre or unusual elements.

Each of these elements has been associated with more severe effects on the child, and/or relatively greater difficulty in helping the child overcome the adverse impact of the maltreatment.

Sometimes, a single traumatic event may constitute significant harm, for example, a violent assault, suffocation or poisoning. More often, significant harm is a compilation of significant events, both acute and long-standing, which interrupt, change or damage the child's physical and psychological development.

Best Interest
The Mental Capacity Act (2005) states that if a person lacks mental capacity to make a particular decision then whoever is making that decision or taking any action on that person's behalf must do so in the person's best interests. This is one of the principals of the Mental Capacity Act.

Public Interest
A decision about what is in the public interest needs to be made by balancing the rights of the individual to privacy with the rights of others to protection.

Vital Interest
A term used in the Data Protection Act (1998) to permit sharing of information where it is critical to prevent serious harm or distress, or life-threatening situations.

Types of abuse

To support in understanding the different types of abuse and the indicators that may present, the following section aims to help with recognising indicators. Many types of abuse are criminal offences and should be treated as such.

This section was written from SCIE and Working Together to Safeguard Children resources to ensure a comprehensive overview.

Physical abuse

- Assault, hitting, slapping, punching, kicking, hair-pulling, biting, pushing
- Rough handling
- Scalding and burning
- Physical punishments
- Inappropriate or unlawful use of restraint
- Making someone purposefully uncomfortable (e.g. opening a window and removing blankets)
- Involuntary isolation or confinement
- Misuse of medication (e.g. over-sedation)
- Forcible feeding or withholding food
- Unauthorised restraint, restricting movement (e.g. tying someone to a chair)

Possible indicators of physical abuse

- No explanation for injuries or inconsistency with the account of what happened
- Injuries are inconsistent with the person's lifestyle
- Bruising, cuts, welts, burns and/or marks on the body or loss of hair in clumps
- Frequent injuries
- Unexplained falls
- Subdued or changed behaviour in the presence of a particular person
- Signs of malnutrition
- Failure to seek medical treatment or frequent changes of GP

Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse

- Enforced social isolation – preventing someone accessing services, educational and social opportunities and seeing friends
- Removing mobility or communication aids or intentionally leaving someone unattended when they need assistance
- Preventing someone from meeting their religious and cultural needs
- Preventing the expression of choice and opinion
- Failure to respect privacy
- Preventing stimulation, meaningful occupation or activities
- Intimidation, coercion, harassment, use of threats, humiliation, bullying, swearing or verbal abuse
- Addressing a person in a patronising or infantilising way
- Threats of harm or abandonment

- Cyber bullying

Possible indicators of psychological or emotional abuse

- An air of silence when a particular person is present
- Withdrawal or change in the psychological state of the person
- Insomnia
- Low self-esteem
- Uncooperative and aggressive behaviour
- A change of appetite, weight loss/gain
- Signs of distress: tearfulness, anger
- Apparent false claims, by someone involved with the person, to attract unnecessary treatment

Some level of emotional abuse is involved in all types of maltreatment of a person, though it may occur alone.

Sexual abuse

- Rape, attempted rape or sexual assault
- Inappropriate touch anywhere
- Non- consensual masturbation of either or both persons
- Non- consensual sexual penetration or attempted penetration of the vagina, anus or mouth
- Any sexual activity that the person lacks the capacity to consent to
- Inappropriate looking, sexual teasing or innuendo or sexual harassment
- Sexual photography or forced use of pornography or witnessing of sexual acts
- Indecent exposure

Possible indicators of sexual abuse

- Bruising, particularly to the thighs, buttocks and upper arms and marks on the neck
- Torn, stained or bloody underclothing
- Bleeding, pain or itching in the genital area
- Unusual difficulty in walking or sitting
- Foreign bodies in genital or rectal openings
- Infections, unexplained genital discharge, or sexually transmitted diseases
- Pregnancy in a woman who is unable to consent to sexual intercourse
- The uncharacteristic use of explicit sexual language or significant changes in sexual behaviour or attitude
- Incontinence not related to any medical diagnosis
- Self-harming
- Poor concentration, withdrawal, sleep disturbance
- Excessive fear/apprehension of, or withdrawal from, relationships
- Fear of receiving help with personal care
- Reluctance to be alone with a particular person

Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect

Neglect is the persistent failure to meet a person's basic physical and/or psychological needs, likely to result in the serious impairment of the person's health or development.

- Failure to provide or allow access to food, shelter, clothing, heating, stimulation and activity, personal or medical care
- Providing care in a way that the person dislikes
- Failure to administer medication as prescribed
- Refusal of access to visitors
- Not taking account of individuals' cultural, religious or ethnic needs
- Not taking account of educational, social and recreational needs
- Ignoring or isolating the person
- Preventing the person from making their own decisions
- Preventing access to glasses, hearing aids, dentures, etc.
- Failure to ensure privacy and dignity

Possible indicators of neglect and acts of omission

- Poor environment – dirty or unhygienic
- Poor physical condition and/or personal hygiene
- Pressure sores or ulcers
- Malnutrition or unexplained weight loss
- Untreated injuries and medical problems
- Inconsistent or reluctant contact with medical and social care organisations
- Accumulation of untaken medication
- Uncharacteristic failure to engage in social interaction
- Inappropriate or inadequate clothing

Self-neglect

- Lack of self-care to an extent that it threatens personal health and safety
- Neglecting to care for one's personal hygiene, health or surroundings
- Inability to avoid self-harm
- Failure to seek help or access services to meet health and social care needs
- Inability or unwillingness to manage one's personal affairs

Indicators of self-neglect

- Very poor personal hygiene
- Unkempt appearance
- Lack of essential food, clothing or shelter
- Malnutrition and/or dehydration
- Living in squalid or unsanitary conditions
- Neglecting household maintenance
- Hoarding
- Collecting a large number of animals in inappropriate conditions
- Non-compliance with health or care services
- Inability or unwillingness to take medication or treat illness or injury

Domestic violence or abuse

Domestic violence or abuse can be characterised by any of the indicators of abuse relating to:

- psychological
- physical
- sexual
- financial

- emotional.

Domestic violence and abuse includes any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been, intimate partners or family members regardless of gender or sexuality. It also includes so called 'honour' -based violence, female genital mutilation and forced marriage.

Coercive or controlling behaviour is a core part of domestic violence. Coercive behaviour can include:

- acts of assault, threats, humiliation and intimidation
- harming, punishing, or frightening the person
- isolating the person from sources of support
- exploitation of resources or money
- preventing the person from escaping abuse
- regulating everyday behaviour.

<u>Possible indicators of domestic violence or abuse</u>

- Low self-esteem
- Feeling that the abuse is their fault when it is not
- Physical evidence of violence such as bruising, cuts, broken bones
- Verbal abuse and humiliation in front of others
- Fear of outside intervention
- Damage to home or property
- Isolation – not seeing friends and family
- Limited access to money.

Financial or material abuse

- Theft of money or possessions
- Fraud, scamming
- Preventing a person from accessing their own money, benefits or assets
- Employees taking a loan from a person using the service
- Undue pressure, duress, threat or undue influence put on the person in connection with loans, wills, property, inheritance or financial transactions
- Arranging less care than is needed to save money to maximise inheritance
- Denying assistance to manage/monitor financial affairs
- Denying assistance to access benefits
- Misuse of personal allowance in a care home
- Misuse of benefits or direct payments in a family home
- Someone moving into a person's home and living rent free without agreement or under duress
- False representation, using another person's bank account, cards or documents
- Exploitation of a person's money or assets, e.g. unauthorised use of a car
- Misuse of a power of attorney, deputy, appointeeship or other legal authority
- Rogue trading – e.g. unnecessary or overpriced property repairs and failure to carry out agreed repairs or poor workmanship

<u>Possible indicators of financial or material abuse</u>

- Missing personal possessions
- Unexplained lack of money or inability to maintain lifestyle
- Unexplained withdrawal of funds from accounts

- Power of attorney or lasting power of attorney (LPA) being obtained after the person has ceased to have mental capacity
- Failure to register an LPA after the person has ceased to have mental capacity to manage their finances, so that it appears that they are continuing to do so
- The person allocated to manage financial affairs is evasive or uncooperative
- The family or others show unusual interest in the assets of the person
- Signs of financial hardship in cases where the person's financial affairs are being managed by a court appointed deputy, attorney or LPA
- Recent changes in deeds or title to property
- Rent arrears and eviction notices
- A lack of clear financial accounts held by a care home or service
- Failure to provide receipts for shopping or other financial transactions carried out on behalf of the person
- Disparity between the person's living conditions and their financial resources, e.g. insufficient food in the house
- Unnecessary property repairs

Modern slavery

- Human trafficking
- Forced labour
- Domestic servitude
- Sexual exploitation, such as escort work, prostitution and pornography
- Debt bondage – being forced to work to pay off debts that realistically they never will be able to

Possible indicators of modern slavery

- Signs of physical or emotional abuse
- Appearing to be malnourished, unkempt or withdrawn
- Isolation from the community, seeming under the control or influence of others
- Living in dirty, cramped or overcrowded accommodation and or living and working at the same address
- Lack of personal effects or identification documents
- Always wearing the same clothes
- Avoidance of eye contact, appearing frightened or hesitant to talk to strangers
- Fear of law enforcers

Discriminatory abuse

- Unequal treatment based on age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex or sexual orientation (known as 'protected characteristics' under the Equality Act 2010)
- Verbal abuse, derogatory remarks or inappropriate use of language related to a protected characteristic
- Denying access to communication aids, not allowing access to an interpreter, signer or lip-reader
- Harassment or deliberate exclusion on the grounds of a protected characteristic
- Denying basic rights to healthcare, education, employment and criminal justice relating to a protected characteristic
- Substandard service provision relating to a protected characteristic

Possible indicators of discriminatory abuse

- The person appears withdrawn and isolated

- Expressions of anger, frustration, fear or anxiety
- The support on offer does not take account of the person's individual needs in terms of a protected characteristic

Organisational or institutional abuse

- Discouraging visits or the involvement of relatives or friends
- Run-down or overcrowded establishment
- Authoritarian management or rigid regimes
- Lack of leadership and supervision
- Insufficient staff or high turnover resulting in poor quality care
- Abusive and disrespectful attitudes towards people using the service
- Inappropriate use of restraints
- Lack of respect for dignity and privacy
- Failure to manage residents with abusive behaviour
- Not providing adequate food and drink, or assistance with eating
- Not offering choice or promoting independence
- Misuse of medication
- Failure to provide care with dentures, spectacles or hearing aids
- Not taking account of individuals' cultural, religious or ethnic needs
- Failure to respond to abuse appropriately
- Interference with personal correspondence or communication
- Failure to respond to complaints

<u>Possible indicators of organisational or institutional abuse</u>

- Lack of flexibility and choice for people using the service
- Inadequate staffing levels
- People being hungry or dehydrated
- Poor standards of care
- Lack of personal clothing and possessions and communal use of personal items
- Lack of adequate procedures
- Poor record-keeping and missing documents
- Absence of visitors
- Few social, recreational and educational activities
- Public discussion of personal matters
- Unnecessary exposure during bathing or using the toilet
- Absence of individual care plans
- Lack of management overview and support

Child Sexual Exploitation (CSE) (Taken from DFE: Child sexual exploitation: Definition and a guide for practitioners, local leaders and decision makers working to protect children from child sexual exploitation February 2017)

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Child sexual exploitation is never the victim's fault, even if there is some form of exchange: all children and young people under the age of 18 have a right to be safe and should be protected from harm.

A significant number of children who are victims of sexual exploitation go missing from home, care and education at some point. Some of the following signs may be indicators of sexual exploitation:

- Children who appear with unexplained gifts or new possessions;
- Children who associate with other young people involved in exploitation;
- Children who have older boyfriends or girlfriends;
- Children who suffer from sexually transmitted infections or become pregnant;
- Children who suffer from changes in emotional well-being;
- Children who misuse drugs and alcohol;
- Children who go missing for periods of time or regularly come home late; and
- Children who regularly miss education or do not take part in education.

So-called 'Honour Based' Violence (HBV) (Taken from DFE KCSIE: Information for all school and college staff September 2016)

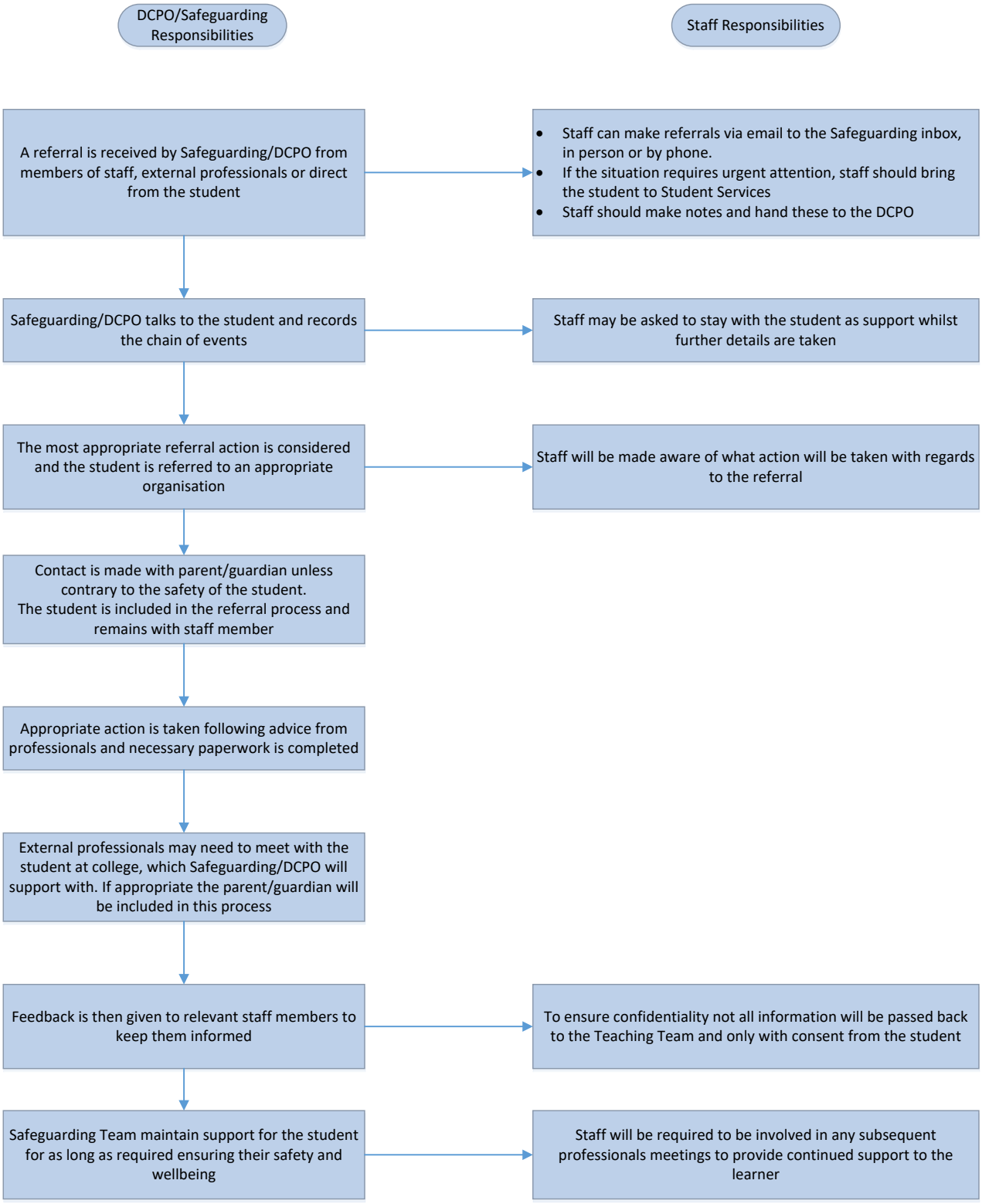
So-called 'honour-based' violence (HBV) encompasses crimes which have been committed to protect or defend the honour of the family and/or community, including Female Genital Mutilation (FGM), forced marriage, and practices such as breast ironing. All forms of so called HBV are abuse (regardless of the motivation) and should be handled and escalated as such. If in any doubt, staff should speak to the designated safeguarding lead.

<u>FGM Mandatory Reporting Duty</u>

Since 31st October 2015 there has been a mandatory reporting duty placed on staff in education. Staff must report to the Police where they discover (either through disclosure by the victim or visual evidence) that FGM appears to have been carried out on a girl under 18. Those failing to report will face disciplinary sanctions. Reports must be made personally to the Police.

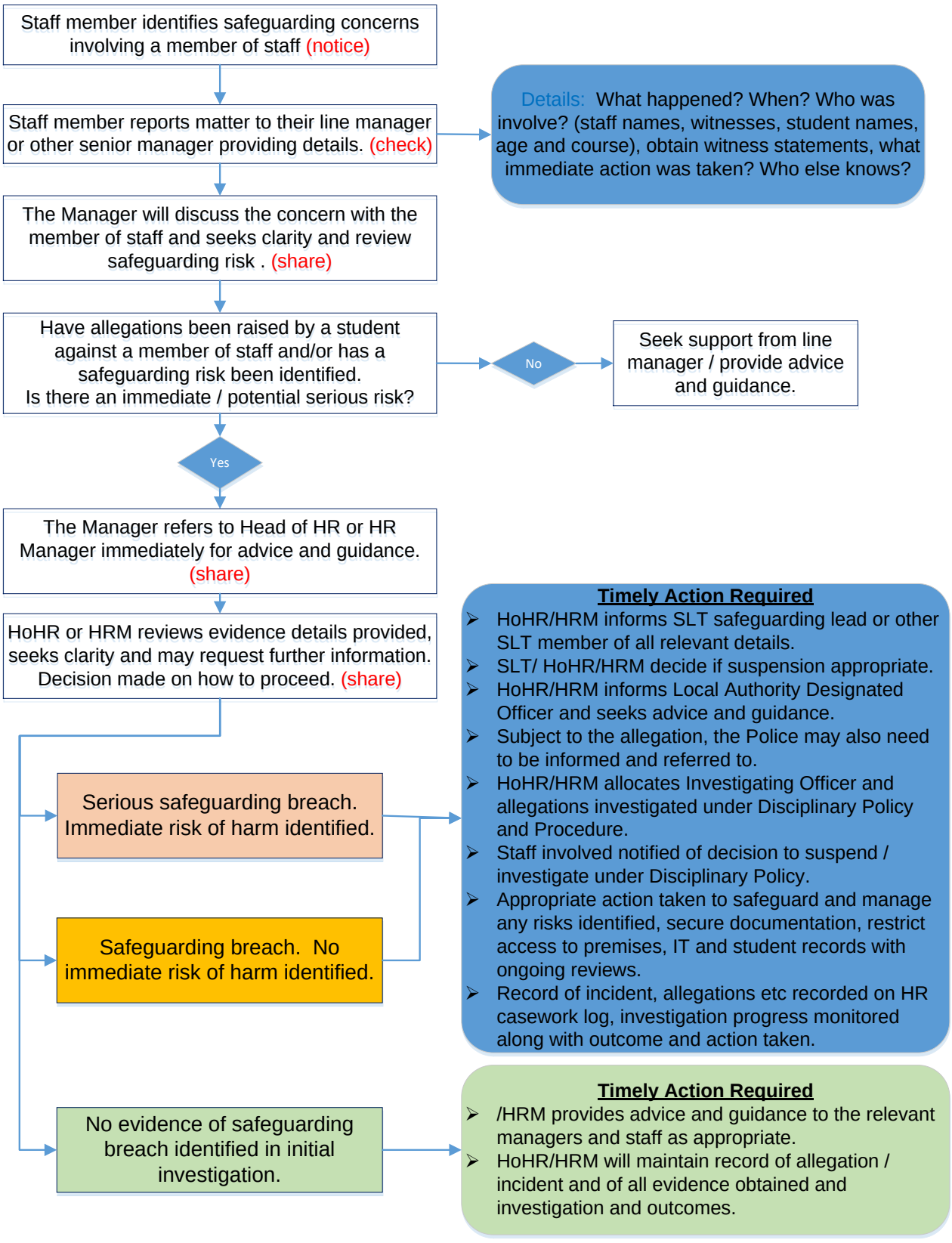
The duty does not apply in relation to at risk or suspected cases or in cases where the woman is 18 or over. In these cases the safeguarding procedure should be followed.

Appendix 3: Child Protection & Vulnerable Adults Flowchart



Appendix 4: Allegations against a Member of Staff Flowchart

Staff are required to follow **'notice, check and share**' procedure in relation to any safeguarding allegation involving a member of staff. The following flowchart show this process:



Important Notes

- Human Resources are available to discuss any potential staff allegations you may have. If in any doubt, refer to HR for advice and guidance.
- Human Resources safeguard all staff at the College and are the direct link for any staff safeguarding concerns.
- Once a staff allegation is made to Human Resources, the next appropriate action is based on the allegation and whether there is an immediate risk of harm constituting a safeguarding risk.
- Staff will be required to provide a statement detailing their concerns in a written statement to be handed over to Human Resources. The statement needs to detail
    - Detailed summary of the incident / allegations
    - Campus
    - Names of all involved (staff and students) and Department
    - Students: student number, date of birth, age, home address and course of study and campus.
    - Any immediate action you have taken
    - If student or staff required first aid, a copy of the reporting form.
    - Any other relevant information that would help the line manager and HR in reviewing the circumstances and enable them to robustly manage any safeguarding risk.
- Other evidence may be obtained such as CCTV, videos, phone records, social media evidence as may be appropriate.
- If the statement details an imminent safeguarding risk, the member of staff will meet with the Human Resources team immediately to discuss the allegation.
- If a Safeguarding risk is present, the Local Authority Designated Officer (LADO) is informed of the incident and information, including statements, shared. The LADO will then instruct and formalise further proceedings via Human Resources.
- If a Safeguarding risk is present, the Head of HR or HR Manager will inform the SLT member safeguarding lead or other SLT member immediately and review evidence available to discuss and agree way forward including deciding on whether suspension of staff appropriate. HoHR / HRM will then take appropriate action and maintain communication with all relevant members of Management on discreet basis as to process and action taken along with outcome.
- If the allegation is deemed not to constitute a Safeguarding referral, advice is given to the Head of Department by Human Resources to support the member of staff and the student with an appropriate outcome (as detailed in the above flow chart).
- Robust evidence of allegations / incidents raised or identified will be maintained and records shared with relevant external agencies and documentation and information will be managed in line with Data Protection Act legislation.
- The Safeguarding Team within Student Services may be called to support the student after the referral has been made. This is to ensure the student is supported and has a point of contact within the College for any concerns, queries or further information that they may wish to disclose. It is not the Safeguarding Team's responsibility to investigate the allegation but to be the agency of referral should any further safeguarding concerns arise during/ after the initial disclosure.

Appendix 5: Named Staff

The contact details below are to support any referrals or advice and guidance that staff may need in relation to any safeguarding concerns. It is recommended that staff contact the Safeguarding & Pastoral Team initially to gain advice or make a referral. If you query is regarding a member of staff please refer straight to the Head of Human Resources.

Safeguarding & Pastoral Team, Student Services

Email: Safeguarding@Southessex.ac.uk
Extension: Basildon – 1626, 1778
Southend – 4421, 4620, 4563
Thurrock – 2643, 2504

Sue Walsh, Safeguarding Officer
Mobile: 07827 976355

Stacey Pearson, Safeguarding Adviser
Gina Galloni, Designated LAC Adviser

Pastoral Coaches
Afsana Hussain - Southend
Janine Brenton – Southend
Julie Josling – Basildon & Grays
Rachael Glover – Southend

Management & Leadership Contacts

Marko Cekerevac, Student Services Manager (Safeguarding & Pastoral)
Mobile: 07855 688 316 Extensions: 1778 (B), 4620 (S) & 2504 (T)

Jane Belcher, Head of Student Services
Mobile: 07779 285 737 Extensions: 1778 (B), 4563 (S) & 2504 (T)

Roney Brooks, Head of Human Resources
Mobile: 07974 291 914 Extensions: 4575 (S) 1636 (B) 2789 (T)

Eman Nourai, Human Resources Manager
Mobile: 07887 823167 Extensions: 4459 (S) 1636 (B) 2789 (T)

Anthony McGarel, Deputy Principal
Mobile:07717 652077 Extension: 4412 (S)
PA to Anthony: Linda Lovell Extension: 4483

Denise Brown, Vice Principal Curriculum & Quality
Mobile: 07773 527369 Extension: 2519 (T)
PA to Denise: Gina Taylor Extension: 2648

Steve Smith, Vice Principal Corporate Resources
Mobile: 07710 633666 Extension: 2501 (T)

Appendix 6: Guidelines on dealing with cases of peer on peer abuse

The College are clear that abuse is abuse and will not be tolerated or passed off as “banter” or “part of growing up”. There are many forms of abuse that may occur between peers and this list is not exhaustive:

- Physical abuse;
- Sexually harmful behaviour/sexual abuse;
- Bullying;
- Cyberbullying;
- Sexting;
- Initiation/hazing;
- Prejudice behaviour;
- Teenage relationship abuse.

Peer on peer abuse should be treated seriously and will be dealt with under the Student Disciplinary Policy where both individuals study at the College. If there is a report of peer on peer abuse where one of the individuals does not study at the College, the process for Child Protection in Appendix 3 should be followed. The following guidelines are to support staff in managing any situation and ensuring all parties are safeguarded whilst on site or travelling to and from the College sites. For ease, the word assault is used to mean any form of peer on peer abuse.

Peer on peer abuse can take many forms whether this is physical or sexual. All action must be taken to de-escalate the situation and remove any potential future conflict. These guidelines can also be applied to cases of bulling and harassment. Staff should refer to the Anti-Bullying Policy and Procedure for further details on how to investigate and the outcome they can appropriately action.

General Principals

- All reports of an ‘assault’ should be referred to the Student Services Officer (Customer Service and Learner Management) and the Safeguarding & Pastoral Team. An assessment will be made on the incident and guidance will be given to staff on the next steps.
- Where students are involved in an incident which results in an ‘assault’ they may be suspended from College whilst an investigation is undertaken.
- Confidentiality should be paramount at all stages of the incident and investigations. Information sharing will be on a need to know basis.
- Staff will seek to find appropriate means to bring students back from suspension to college including moving groups/campus.
- Where students are in the same class group, students can be removed from current groups and placed in another group either at the same campus or in some cases at another campus. Management will decide which student is moved and will support staff to facilitate any move.
- Any move to another group or campus will remain for the duration of the academic year to reduce further incident or disruption to learning.
- Where appropriate financial support will be given to any student moved to another campus.
- Where a student is unable to return to college as the risk is currently deemed too high, staff will support the student to access learning materials via Moodle and email if the study programme allows. This may not be an option for practical based courses.

- If a Police Investigation is being carried out the College reserves the right to suspend any internal investigation until an outcome is received from the Police.
- The Police will be given a named contact at the College and request for updates will be asked for at regular intervals. The named College contact will be either the Investigating Manager or a member of the Safeguarding & Pastoral Team.
- Where the College is notified of an assault by the Police or any individual that occurred off-site, the incident will be risk assessed and appropriate actions will be taken to safeguard all individuals. Confidentiality will be assured and information will shared on a need to know basis.
- The Safeguarding & Pastoral Team will offer support to any student subject to an assault and will work with any agency involved in supporting the student.
- All students who are involved in any assault will be required to have an individual Student Management Plan (SMP).

Any case of assault will be subject to a Serious Breach which could lead to exclusion from the College. All steps will be taken to integrate any student back into college and reduce the risk of any further incidents. Students may be required to attend extra sessions related to their work or to attend educational workshops run by the Safeguarding Team.

The College reserves the right to report any case of peer on peer abuse to the Police to ensure that appropriate actions are taken to safeguard individuals. The College will support any individual wishing to report a case to the Police and will liaise with any investigation.

Support to Victims

The Safeguarding & Pastoral Team will provide any victim with a named person who will provide on-going support including access to in-house counselling or external support agencies. The support a student will require will depend on the individual and they may choose not to engage with internal support as they have a strong support network (e.g. family and friends) external to the College.

Where a SMP is in place to support the victim, this will be reviewed regularly to ensure it is fit for purpose.

Support to those displaying harmful behaviour

It is important that we identify why the individual has behaved in such a way. It may be that the individual is experiencing difficulties of their own and may even have been harmed themselves in a similar way. In such cases support such as one to one mentoring or counselling. Particular support from identified services may be necessary through an Early Offer of Help referral.

Once the support required to meet the individual's needs have been met, it is important that the person receives a consequence for their behaviour. The College will engage with any external investigations and as said above may also apply their own sanctions through the Behaviour Policy.

Appendix 7: Child Sexual Exploitation (CSE)

"Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or

group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology."

DFE: Child sexual exploitation: Definition and a guide for practitioners, local leaders and decision makers working to protect children from child sexual exploitation, February 2017

Any staff member concerned about a student should make a referral straight to the Safeguarding & Pastoral Team or a DCPO following the Child Protection & Vulnerable Adult Process in Appendix 3.

Risk Factors

Identifying sexual abuse and CSE can be very difficult. Some of the warning signs can be mistaken for 'normal' teenage behaviour. The NSPCC have produced a good list of behaviours, signs and symptoms of CSE on young people, to read these click here.

Young people who are being sexually exploited may:

- be involved in abusive relationships, intimidated and fearful of certain people or situations
- hang out with groups of older people, or antisocial groups, or with other vulnerable peers
- associate with other young people involved in sexual exploitation
- get involved in gangs, gang fights, gang membership
- have older boyfriends or girlfriends
- spend time at places of concern, such as hotels or known brothels
- not know where they are, because they have been moved around the country
- go missing from home, care or education.
- They may also show signs of sexual abuse or grooming.

Some of the following signs may be indicators of sexual exploitation:

- Children who appear with unexplained gifts or new possessions;
- Children who associate with other young people involved in exploitation;
- Children who have older boyfriends or girlfriends;
- Children who suffer from sexually transmitted infections or become pregnant;
- Children who suffer from changes in emotional well-being;
- Children who misuse drugs and alcohol;
- Children who go missing for periods of time or regularly come home late; and
- Children who regularly miss education or do not take part in education.

Any concerns regarding CSE should be reported immediately to the Safeguarding Team so the SET Procedures for the Local Authority is followed. Staff should treat this as a child protection concern and follow the process in Appendix 3.

CSE Tool Kit

Southend, Essex & Thurrock LSCB's have produced a tool kit for practitioners to use to identify the risk factors that young people are displaying. A copy of the Tool Kit is available

through the Safeguarding & Pastoral Team and will be the main tool in identifying concerns for reporting to Social Care and the Police.

If you are concerned about a young person and/or suspect that they are being abused, **do not** hold onto this information - Speak to a member of the Safeguarding & Pastoral Team immediately. They will work with you to take immediate/appropriate action and to monitor the situation moving forward.

The Safeguarding & Pastoral Team's Cause for Concern form is available as a download on DAVE and can prove a useful tool in tracking changes in behaviour, witnessing incidents or noting comments. These should be passed through to Safeguarding@Southessex.ac.uk

College's CSE Champion
Jane Belcher, Head of Student Services is the College's CSE Champion. Jane has access to a range of resources through the CSE Champion's Forum. If you have any concerns or questions that you would like to raise, please forward these to Jane via email or if urgent via telephone: Mobile: 07779 285 737 Extensions: 1778 (B), 4563 (S) & 2504 (T)

Appendix 8: So-called 'Honour' Based Violence/Abuse (HBV/A) including Female Genital Mutilation (FGM) and Forced Marriage

This guidance and procedure outline the definition, indicators and actions to be taken by staff if they suspect HBA, FGM or Forced Marriage. Even though grouped together in one procedure, as most cases cross over to include all or parts, each area has its own actions.

So-called 'Honour' Based Violence/Abuse (HBV/A) and Forced Marriage can happen to both women and men, although many of the crimes involve young women and girls aged between 16 and 25. There is no 'typical' victim of HBV/A and staff should be vigilant to all recognise all victims regardless of age, gender, sexuality, ethnicity or ability.

We should all be aware of the **One Chance Rule**. This may be our only chance to speak to a potential victim and so may only have one chance to save a life. If the victim is allowed to walk out of the door without support being offered, that one chance might be wasted.

Female Genital Mutilation (FGM)

FGM is illegal in the UK. It is an unacceptable practice for which there is no justification; it is **child abuse** and a form of **violence against women and girls. Staff have a mandatory reporting duty if they suspect or observe physical signs FGM has occurred.**

FGM is a deeply embedded social norm, practised by families for a variety of complex reasons. It is often thought to be essential for a girl to become a proper woman, and to be marriageable. The practice is not required by any religion. FGM is widely carried out mainly among specific ethnic populations in Africa and parts of the Middle East and Asia. It also serves as a complex form of social control of women's sexual and reproductive rights.

FGM is known by a variety of names including 'female genital cutting', 'circumcision' or 'initiation'. The terms 'FGM' or 'cut' are increasingly used at a community level although they are not always understood by individuals in practising communities, largely because they are English terms. More guidance on terms used for FGM can be found in the Multi-Agency Statutory Guidance on Female Genital Mutilation.

The legislation requires teachers in England and Wales to make a report to the police where, in the course of their professional duties, they either:

- Are informed by a girl under 18 that an act of FGM has been carried out on her; or
- Observe physical signs which appear to show that an act of FGM has been carried out on a girl under 18 and they have no reason to believe that the act was necessary for the girl's physical or mental health or for purposes connected with labour or birth.

Reports under the duty should be made as soon as possible after a case is discovered, and best practice is for reports to be made by the close of the next working day. However there are exceptions and staff will be advised of this during the case.

The duty does not apply in relation to at risk or suspected cases or in cases where the woman is 18 or over. In these cases the safeguarding procedure should be followed.

FGM is child abuse and the College will pay due regard to the seriousness of breaches of the duty.

<u>Procedure</u>

1. Staff report a concern and/or disclosure of FGM to the Safeguarding & Pastoral Team.

2. Details are taken from the student and support is outlined as well as the steps that are to be taken
3. The family of the student must not be contacted to ensure the person remains safe. They must not be allowed to leave where possible.
    a. Advice will be given to the individual on how to communicate to family members if they are seeking information on their location.
4. The Child Protection/Vulnerable Adult flowchart is followed and appropriate referrals are made to external agencies.
5. The member of staff who reported the case calls the Police to report. They will be required to give personal contact details to the Police as well as the name of the institution.
    a. Staff can be supported in this by the Safeguarding & Pastoral Team but must be aware that their details will be passed to the Police for follow up.
6. All staff must provide a written record of the disclosure and actions taken that they were directly involved in.

Forced Marriage

Forced Marriage is a **crime** – it is a form of violence against women and men, domestic abuse, a **serious abuse of human rights**, and where a minor is involved, **child abuse**.

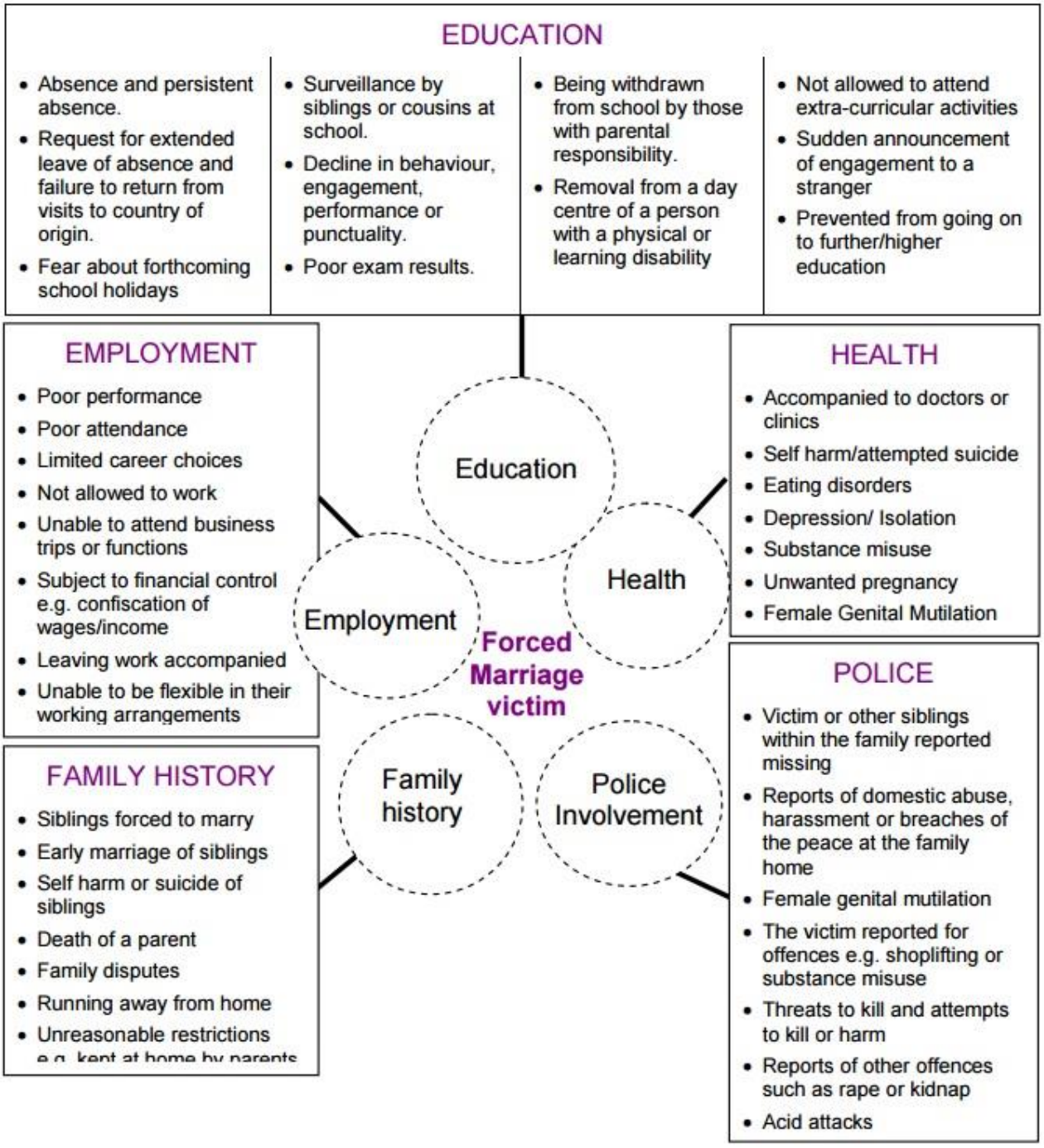
It is a form of child/adult/domestic abuse and has to be treated as such; ignoring the needs of victims should never be an option. Forced marriage affects people from many communities and cultures, so cases should always be addressed using the Child Protection/Vulnerable Adult Flowchart (Appendix 3).

A forced marriage is a marriage in which one or both spouses do not consent to the marriage but are coerced into it. Duress can include physical, psychological, financial, sexual and emotional pressure. In the cases of some vulnerable adults who lack the capacity to consent, coercion is not required for a marriage to be forced.

Many young people will be living through their entire childhoods with the expectation that they will marry someone of their parents or other family members choosing. What needs to be communicated to all those at risk is that forced marriage is a **CRIME** and that they have a fundamental human right to be able to choose their future spouse.

There is a clear distinction between a forced marriage and an arranged marriage. In arranged marriages, the families of both spouses take a leading role in arranging the marriage, but the choice of whether or not to accept the arrangement still remains with the prospective spouses.

Figure 1: Potential Warning Signs or Indicators of Forced Marriage



Taken from The Right To Choose: Multi-agency statutory guidance for dealing with forced marriage (June 2014)

Procedure

1. Staff report a concern and/or disclosure to the Safeguarding & Pastoral Team
2. Details are taken from the student and support is outlined as well as the steps that are to be taken
3. The family of the student must not be contacted to ensure the person remains safe. They must not be allowed to leave where possible.
    a. Advice will be given to the individual on how to communicate to family members if they are seeking information on their location.
4. The Child Protection/Vulnerable Adult flowchart is followed and appropriate referrals are made to external agencies.
5. All staff must provide a written record of the disclosure and actions taken that they were directly involved in.

Forced Marriage Unit
Tel: 020 7008 0151 (Mon-Fri 09.00 – 17.00)
Emergency Tel: 020 7008 1500 and ask for the Global Response Centre
Email: fmu@fco.gov.uk
Web: www.gov.uk/forced-marriage

So-called Honour-based Violence/Abuse

The terms “honour crime” or “honour-based violence/abuse” or “izzat” embrace a variety of crimes of violence (mainly but not exclusively against women), including assault, imprisonment and murder where the person is being punished by their family or their community. They are being punished for actually, or allegedly, undermining what the family or community believes to be the correct code of behaviour.

In transgressing this correct code of behaviour, the person shows that they have not been properly controlled to conform by their family and this is to the “shame” or “dishonour” of the family. HBV/A can be a trigger for a forced marriage.

Domestic Violence & Abuse

The cross-government definition of domestic violence and abuse is: any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been intimate partners or family members, regardless of gender or sexuality. The abuse can encompass, but is not limited to:

- Psychological;
- Physical;
- Sexual;
- Financial;
- Emotional.

See the Safeguarding Policy and Procedure: Appendix 11 for details on what action can be taken to support victims of Domestic Violence & Abuse.

Appendix 9: Prevent Procedure

PREVENT Procedure: Detecting and Preventing Radicalisation & Extremism

Background

PREVENT is part of the Home Office and the Police counter-terrorism strategy and aims to stop people from becoming terrorists or supporting terrorism by working with individuals and communities to address issues before they become a criminal matter to stop people moving from extremism into terrorist-related activity.

Context

Young people in the UK are potentially vulnerable to engagement with extremist ideologies or to targeting by extremist organisations. Colleges, and other organisations that interact with young people, should be aware of these risks and be familiar with the support networks and processes in place to protect vulnerable individuals from becoming radicalised or drawn into terrorism.

The College Procedure

The College has developed internal support mechanisms and referral procedure. This procedure outlines who staff and students should contact with any concerns about fellow staff or students. The College's Student Services Team has developed links with external agencies that can provide training and support in this area. If, once internal processes are completed, it is considered that additional external support or referral is required this can be arranged via the Safeguarding Team or Human Resources. External support will normally involve an individual being asked to voluntarily receive tailored support from relevant external individuals or organisations.

Definition of Radicalisation

The Institute of Strategic Dialogue defines radicalisation as "the process through which an individual changes from passiveness or activism to become more revolutionary, militant or extremist, especially where there is intent towards, or support for, violence." Driving factors behind radicalisation can include:

- Lack of integration and/or polarisation
- Identity crises and/or isolation
- Political and/or democratic disenfranchisement
- Discrimination
- Foreign policy and/or international crises or disputes
- Political movements
- Ideologies and/or faiths

Who are we safeguarding?

There is no stereotype for people who hold extremist views. Vulnerability, isolation and personal grievances added to strong political, religious or social views, can result in a person searching for a cause. People can become vulnerable for many reasons including:

- Low self-esteem
- Guilt
- Loss
- Isolation
- Family breakdown

- Fear
- Lack of purpose
- Anger
- Peer pressure

We are by no means suggesting that one or all of these characteristics or circumstances will drive someone to terrorism. But they often lead to a sense of injustice – be that on a personal or more far reaching scale. Their vulnerabilities or susceptibilities are then exploited towards crime or terrorism by people who have their own agenda.

There is no typical gender, age, religion or background that extremists will target but they use a sense of "Duty" (belonging to a specific group), "Status" (need for reputation) and "Spiritual Rewards" (test of faith) as a way of drawing them in.

This raises the question of what will those signs of radicalisation look like: They will look a lot like troubling behaviour:

Emotional – angry, mood swings, new found arrogance
Verbal – expressing opinions that are at odds with generally shared values
Physical – appearance (tattoos), change in routine

What to do if you believe someone to be at risk of radicalisation

The College will adopt the ethos of "**Notice, Check, Share**" where there are concerns that an individual may be vulnerable.

Notice – Recognition of any changes in behaviour or appearance similar to those outlined above
Check – Speak with someone you trust like a tutor and see what they recommend but trust your instinct if you are still concerned
Share – Speak to one of the named contacts to report your concerns. Remember trust your instinct

A. If you are a student and concerned about another student, please "Check" with your tutor in the first instance and "Share" with the Safeguarding Team in Student Services
B. If you are a student and are concerned about a member of staff, or a person who is not a member of the College e.g. guest speakers, please "Check" with the Safeguarding Team in Student Services and "Share" with the Head of Student Services or the Head of Human Resources
C. If you are a member of staff and are concerned about a student, please "Check" and "Share" with the Safeguarding Team in Student Services
D. If you are a member of staff and are concerned about another member of staff please "Check" with your Line Manager and "Share" with the Head of Human Resources
E. If you are a member of staff and are concerned about a person who is not a member of the College, e.g. guest speaker, please "Check" and "Share" with the Head of Student Services

Responsibility for contacting PREVENT

Any of the following people are responsible for making decisions to contact Social Care and if deemed necessary the Counter-Terrorism Team at Essex Police if serious concerns are raised about a student:

- Student Services Manager (Safeguarding & Pastoral)
- Head of Student Services
- Assistant Principal Student Support

Any of the following people are responsible for making the decision to contact Social Care and if deemed necessary the Counter-Terrorism Team at Essex Police if serious concerns are raised about a member of staff:

- Head of Human Resources
- Head of Student Services
- Assistant Principal Student Support
- Deputy Principal

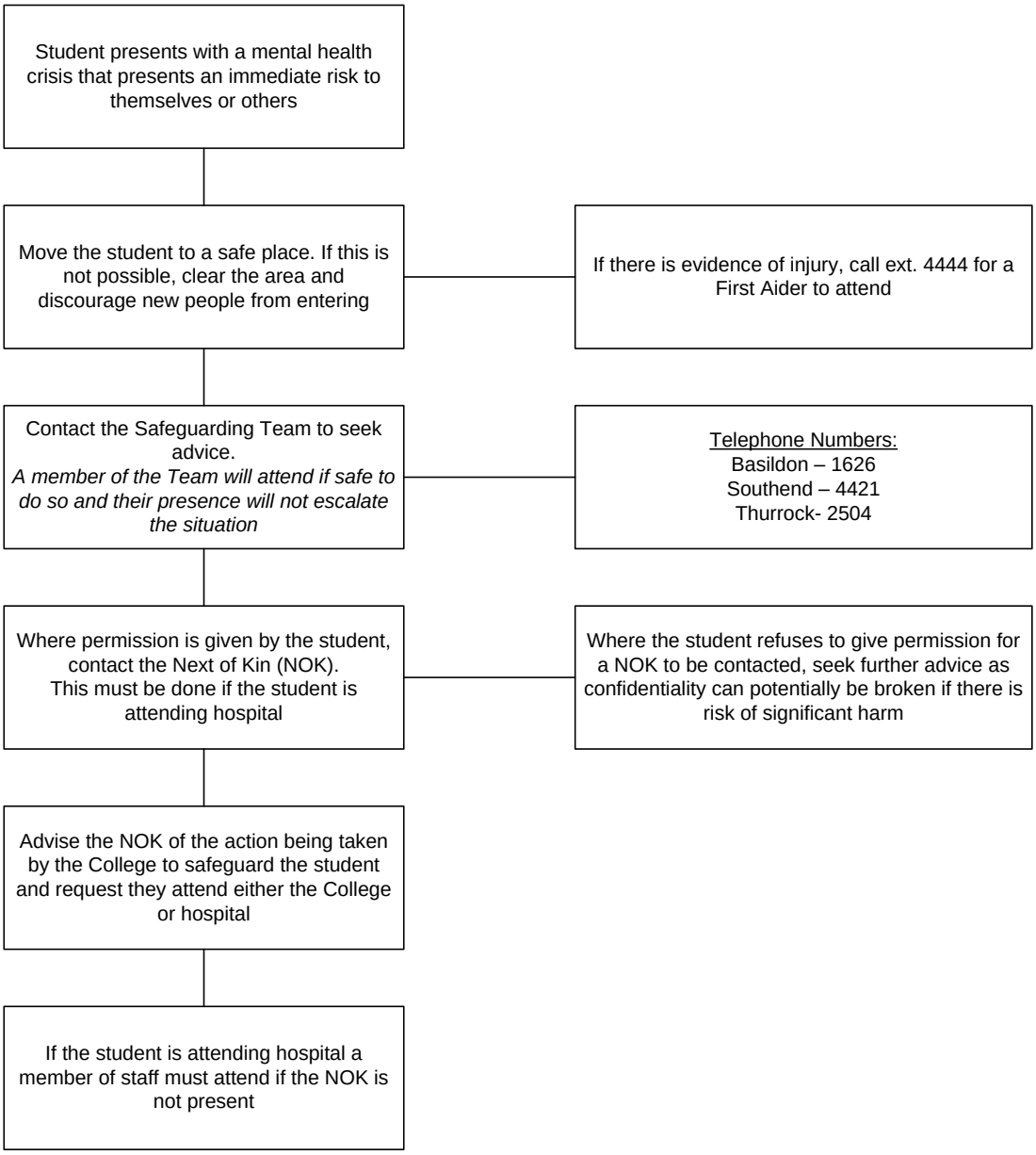
Any of the following people are responsible for making the decision to contact the Counter-Terrorism Team at Essex Police if serious concerns are raised about a person who is not a member of the College e.g. guest speaker:

- Student Services Manager (Safeguarding & Pastoral)
- Head of Human Resources
- Head of Student Services
- Human Resources Manager
- Deputy Principal

NB: As outlined in Keeping Children Safe in Education (September 2016), anyone has the right to refer to Social Care regarding any concerns for an individual. The College gives this right with regards to extremism and anyone can report a concern to Essex Police via 101. Where this does occur please inform the Safeguarding Team with regards to a student or member of the public who visits the College and the Head of Human Resources with regards to a member of staff. Where there is threat to life a call to 999 must be made immediately – staff are required to familiarise themselves with the College's Critical Incident Plan for further details.

Appendix 10: Mental Health Crisis Intervention

Mental Health Crisis Intervention Procedure
Emergency Intervention Flowchart



Actions following a Crisis

Staff to write a brief statement on the incident and send through to the Head of Student Services and Safeguarding Team Leader. These statements will be used to consider the support and referrals needed for this student and will support the Return to Study Discussion. The Head of Student Services will discuss any temporary suspensions based on medical grounds with the Assistant Principal Student Support.

The Return to Study meeting will be booked the day after a crisis when the Safeguarding Team follow up with the student or NOK

Appendix 11: Risk Management & Information Sharing

Not all incidents will be a safeguarding or child protection concern but may need an immediate intervention by a member of the Safeguarding & Pastoral Team. The Safeguarding Team will work with all parties to ensure that referrals are made to suitable agencies and parents/carers are made aware of the steps being taken (where appropriate).

The scenarios outlined below is by no means prescriptive or exhaustive but is designed to give staff an overview of the type of intervention the Safeguarding & Pastoral Team will undertake to support students. Also outlined is how the College can share information with external agencies and the reasons for sharing is within the public and vital interest (see Appendix 2: Definitions)

Low Threshold Referrals

Not all referrals to Social Care will meet their threshold for support. In these cases the Safeguarding & Pastoral Team will work with students and their parents/carers to access support via the Early Offer of Help available within each Local Authority. The EOH will enable appropriate and targeted support to be put in place for students and their families, as well as providing a comprehensive action plan and monitoring process.

Sexting: Indecent/Explicit Images and Messages

The College define sexting as any message (social media, texting, email), through mobile devices or via the internet, that has any sexually suggestive or explicit material (photos, images, words etc.) contained and is sent to another person.

The College recognises that the legal status is that making, possessing and distributing any imagery of someone under 18 which is 'indecent' is illegal, including any imagery self-made by an individual under the age of 18. The College does not wish to unnecessarily criminalise young people and recognises the risky behaviour young people can display.

Where a report of sexting is made, the Safeguarding & Pastoral Team will support to clarify the intentions of the sexting between students. From this investigation, appropriate actions will decided which can include a meeting under the Behaviour Policy and/or a report to Social Care and/or the Police. Any malicious sexting incidents or incidents that involve an adult with an under 18 year old will be reported directly to the Police for further investigation.

Sexual Assault/Violence (including Historic)

Most reports of sexual assault/violence is made after the event and to someone who the individual trusts. Staff should be clear regarding who else the individual has disclosed the information to:

- Where the member of staff is the first complainant, they must stop any conversation and refer immediately to a DCPO or member of the Safeguarding & Pastoral Team.
- If the staff member is not the first person to have been told about the incident they are able to take further details of what occurred, what action they have already taken and what further action they would like to take.

Staff are to then report to the Safeguarding & Pastoral Team of the incident and what action is to be taken. Advice and guidance will be offered on the disclosure; further advice maybe sought from external agencies.

The College understands that some victims of sexual assault/violence do not wish to report to the Police and that no action can be taken by the Police without their consent and further

details. The only situation where the College will take immediate action is when the victim is under 18 and the process in Appendix 3 will be followed.

Homelessness

If a student declares that they are homeless, a member of the Safeguarding & Pastoral Team can support to explore avenues to ensure that the student has safe accommodation. Referrals to Supported Housing can be a lengthy process so interim support must be explored.

Emergency Funding

Student Services are able to access emergency funding to support students who may be facing a financial emergency. This is a short term solution to ensure that a student's welfare is protected. Staff should direct students to Student Services to access any possible emergency funding.

Mental Health Support

Some cases of ill mental health can seem like a crisis incident and if staff are concerned they should follow the procedure outlined in Appendix 9. The Safeguarding & Pastoral Team can make referrals to the family GP and the EWMHS (Emotional wellbeing and mental health service) for young people and Therapy for You for students over 18 to ensure they are accessing the right support.

EWMHS - 0300 300 1600 Crisis Link – 01268 739111 Therapy for You – 01268 739 128

Domestic Violence/abuse

Any concerns relating to domestic violence/abuse should be reported immediately to the Safeguarding & Pastoral Team where a risk assessment can be carried out. The Safeguarding & Pastoral Team will talk through the options available including Non Molestation Orders which can be put in place within 24 hours with support from the National Centre for Domestic Violence.

If there is immediate concern for the young person/adult and any family members, staff will follow the process in Appendix 3.

Police Enquiries

Any reports to or from the Police should be passed through the Safeguarding & Pastoral Team and the Estates Management Team. This will ensure that data protection guidelines are followed and information is shared appropriately with the Police. Staff should not give out details to the Police without first seeing a Disclosure of Personal Data form. This form is available from Estates and the Safeguarding & Pastoral Team.

Gang and Youth Violence Prevention

The College proactively work with the Police and Community Safety Partnerships to end gang and youth violence which can also include drug supply lines. To safeguard students and staff information on known individuals or incidents will be passed to the Police and relevant teams to prevent a crime or risk to individual(s). This information will not a subject to a Disclosure of Personal Data form at point of reporting but may require one if the police investigate further.

Appendix 12: 16-18's and Vulnerable Adults Missing from Education including the procedure for Home Visits

Students disengage from education for a number of reasons. This procedure outlines what staff should do where a student is missing from College and the contact that should be made. A log of attempted communication should be kept and notes of any concerns regarding change in behaviour or circumstances.

A student aged 16-18 is required to be in education (full-time study, apprenticeship or employment with training) till the age of 18. The responsibility to be in education or employment is placed on the young person.

A student aged 16-18 will be defined as missing from education if there has been 2 days without any contact to explain absence.

Staff will take the following steps in seeking reasons for absence.

Day One:

1. Phone call to student mobile number on the first day of absence
2. Phone call to home/landline number if no answer on the above
3. Phone call to next of kin (NOK) details if no answer on the above

Day Two:

1. Repeat the above steps by calling all contact numbers held
2. If no answer, email to be sent to the student and NOK asking for a call back
3. There will be a holding period of 48 hours once the email has been sent.

Staff are advised to take the following steps if no response is made to any phone calls or emails in the first week.

1. Confidential conversation with close friends of the student to see if they have heard from them but also to check contact numbers.
2. A letter sent home regarding the absence.
3. Repeat of Day One and Two actions.

Home Visits

Staff can arrange for Home Visits with students, where possible these should prearranged with the student and any parent/carer. Staff can also make unannounced home visits if they are struggling to make contact with the student or parent/carer.

Staff must apply the general principals before any home visit, prearranged or unannounced:

- Staff must never attend a property alone and a colleague must be with them in support.
- An agreed time with your Line Manager to make the visit including the time that staff will return must be logged.
- Contact telephone numbers of both staff are to be left with the Line Manager.

Appendix 13: Further Information & Useful Links

Expert and professional organisations are best placed to provide up-to-date guidance and practical support on specific safeguarding issues. For example NSPCC offers information for schools and colleges on its website www.nspcc.org.uk Schools and colleges can also access guidance on the issues listed below or from their Local Safeguarding Boards:

- child sexual exploitation (CSE)
- bullying including cyberbullying
- domestic violence
- drugs advice from Frank
- fabricated or induced illness
- faith abuse
- female genital mutilation (FGM)
- forced marriage
- gangs and youth violence
- gender-based violence/violence against women and girls (VAWG)
- mental health
- radicalisation
- sexting advice from CEOP
- teenage relationship abuse
- trafficking

Local Safeguarding Boards

- Essex Children's Safeguarding Board
- Essex Adult's Safeguarding Board
- Southend Children & Adult's Safeguarding Board
- Thurrock Children's Safeguarding Board
- Thurrock Adult's Safeguarding Board

Senior Leadership Responsibility	Anthony McGarel
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Role	Head of Student Services
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