

SAFEGUARDING LEAD RESPONSIBILITIES

Policy date: April 2023

Policy reviewed date: April 2024/June 2024

Kelly Sherman, the founder of The Create Approach Ltd and designated safeguarding lead has a responsibility to ensure The Create Approach Ltd:

- Complies with duties as set by out under current Government's child protection and safeguarding legislation.
- Safeguarding arrangements consider the procedures and practices of the LA as part of the inter-agency safeguarding procedures.
- Ensure all facilitators are aware of the LA safeguarding arrangements and regularly consult the LA website/training for updates. This will also be regularly communicated during training and supervision.
- Regularly review and update policies, procedures, and training are effective and comply with the law.
- Guarantee that The Create Approach Ltd and all facilitators contributes to multi-agency working in line with the statutory guidance 'Working Together to Safeguard Children'.
- Ensure that anyone working directly with learners read KCSIE 2023 part 1 as a minimum and in September 2024 when updated and published.
- Ensure that safeguarding and child protection are at the forefront and underpin all relevant aspects of process and policy development.
- Where there is a safeguarding concern, ensure the child/young person's wishes and feelings are taken into account when determining what action to take and what services to provide but that confidentiality cannot be promised.
- Ensure procedures are in place to eliminate unlawful discrimination, harassment and victimisation, including those in relation to child-on-child abuse
- Ensure systems are in place so that learners can confidently report abuse, knowing that their concerns will be treated seriously, and they can safely express their views and give feedback.
- Ensure that facilitators have due regard to relevant data protection principles that allow them to share and withhold personal information.
- Provide systems for learners to express their views and give feedback – this can verbally expressed or written.
- Support learners to be taught about safeguarding, including protection against dangers online (including when they are online at home), through teaching and learning opportunities.
- Adhere to statutory responsibilities by conducting pre-employment checks on staff (if applicable and staff employed) who work with children, taking proportionate decisions on whether to ask for any checks beyond what is required.
- Ensure clear systems and processes are in place for identifying possible mental health problems in learners, including clear routes to escalate concerns and clear referral and accountability systems.

- Ensure facilitators (if other staff employed) receive safeguarding and child protection training updates, e.g. emails, as required, but at least annually.
- Ensure there are procedures in place to handle allegations against facilitators, including allegations against the DSL.
- Ensure there are procedures in place to make a referral to the DBS and the Teaching Regulation Agency (TRA), where appropriate, if a person in regulated activity has been dismissed or removed due to safeguarding concerns or would have been had they not resigned.
- Make sure that facilitators have the skills, knowledge and understanding necessary to keep learners safe, particularly with regard to the learner's legal status, contact details and care arrangements.
- Create a culture where all staff are confident to challenge Kelly Sherman -DSL, over any safeguarding concerns.

