

The following policy applies to all core business as well as ESF projects and provision.

Skills Construction Centre is committed to ensuring that all employees, learners and others associated with the service are treated fairly.

Scope of the Policy

The aim of this policy is to ensure-

1. The safety of vulnerable adults and young learners by outlining clear procedures.
2. All staff members within both the Skills Construction Centre and any partnering Organisations are clear about their responsibilities.

Definition of 'Vulnerable Adult'

A vulnerable adult is a person aged 18 or over:

'Who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself against significant harm or exploitation'

This may include a person who:

- Is elderly and frail.
- Has a mental illness.
- Has a physical or sensory disability.
- Has a severe physical illness.
- Is a substance misuser.
- Is homeless.

Within Skills Construction Centre NVQ delivery, vulnerable adults could be present at any time so this safeguarding policy statement is applicable throughout all of skills Construction Centres delivery provision.

In the case of suspected abuse initially Skills Construction Staff will raise an alert form and submit this to the Company director, or another nominated person. The Director will then work with Adult Safeguarding Agencies and advisors to investigating the case in full.

What is abuse?

Abuse is a violation of an individual's human and civil rights by any other person or persons. It can take a variety of forms and can be both overt and covert. Examples of abuse that could occur in a learning environment include:

- Physical abuse.
- Sexual abuse e.g. involvement in any sexual activity against his/her will, exposure to pornography, voyeurism and exhibition

- Emotional/psychological abuse eg intimidation or humiliation
- Discriminatory abuse eg racial, sexual or religious harassment, or due to age or ability/disability
- Personal exploitation
- Institutional abuse eg failure to ensure privacy or dignity.

Standards

Skills Construction Staff are required to:

- Have an enhanced DBS check within 12 weeks of commencing employment. If this is not practicable staff will not be allowed to work directly with learners unless supervised by a member of staff who has had a clear DBS check. DBS checks are renewed every 3 years for staff in direct contact with young people and vulnerable adults, and every 5 years for backroom staff and management.
- Demonstrate respect for learners as individuals in all matters.
- Reflect on their own approach and style, recognising the position of power their position bestows.
- Undertake relevant training in safeguarding, disclosure and equal opportunity diversity matters upon commencement of employment and as part of their ongoing CPD. This training is currently provided by iHasco and all staff are trained to Level 1. Designated Safeguarding Officers are trained at levels 2 (iHasco) and 3 (Virtual College) and also have specific Designated Safeguarding Lead training, currently provided by Solvendis.
- Seek advice from a senior member of staff if they have any uncertainties about how to deal with a specific learner.
- Ensure that all learners are aware of relevant policy on Disclosure and create a suitable and supportive environment to encourage learner disclosure of any issues which might affect the way in which they should be treated.
- Ensure all learners are aware of our Equality and Diversity policy and that they know how to complain if they become victims of harassment bullying, unfair treatment or harassment.
- Ensure a diverse curriculum that is sensitive to difference.
- Invite and encourage constructive feedback from learners about standards and styles of behaviour and promote an open and honest culture of respect for diversity.
- Deal with complaints of abuse, unfair treatment or harassment and bullying promptly, sensitively, confidentially and in accordance with procedures (see CE complaints procedure for formal complaints).
- Follow procedures in relation to safeguarding to support the protection of learners. Please refer to subsequent procedural flowcharts.

Learners are required to:

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- Help prevent inappropriate behaviour by challenging and reporting behaviour that appears to be causing distress to others.
- Support an open, constructive learning environment, within which, diversity is valued positively.

Skills Construction Actions to:

- Contractually ensure all staff including volunteers, that come into contact with our learners, are DBS checked on employment or before being able to work unsupervised with learners.
- Provide ongoing continuing CPD on safeguarding adults and children as part of a generic staff training programme.
- Promote a culture of value and respect for all within a supportive learning environment.
- Ensure that all learners and staff are not subjected to abuse, harassment, bullying, unfair treatment or discrimination.

Dealing with claims of abuse perpetrated by internal members of staff

Skills Constructions Policy makes it clear how staffs are expected to perform when dealing with vulnerable adults and young people and specifically, it ensures that claims made of abuse by internal staff members will be investigated and dealt with in accordance with the procedures set out for dealing with any claim regardless of the domain of the accused perpetrator.

Skills Construction Centre policy states that;

- We do not accept that any form of abuse, under any circumstances, is acceptable and hold a position of zero tolerance in respect of abuse directed at vulnerable adults.
- All vulnerable adults and young people should be protected from abuse and supported in seeking treatment and redress in the event that they have suffered at the hands of an abuser and that necessary and appropriate action will be taken against anyone engaged in the deliberate and systematic abuse of vulnerable adults.
- We will ensure that partner organisations apply the same values, principles and processes in responding to report of abuse to ensure consistency in approach and the effective prevention, investigation and resolution of abuse cases.
- Actions will be coordinated against perpetrators to ensure that parallel processes and actions such as criminal investigation, disciplinary action, formal notification procedures do not compromise the planned outcomes from each strand of activity.

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Associated Skills Construction Centre Policy Statements:

- Equality and Diversity
- Prevent Duty and British Values Policy
- Whistle blowing policy
- Disclosure
- Safer Recruitment and Induction policy

PREVENT Duty and British Values Policy

Within this training centre environment, we will demonstrate strong British Values such as;

- ❖ Democracy
- ❖ Rule of Law
- ❖ Individual Liberty and mutual respect
- ❖ Tolerance of those with differing faiths and beliefs

Within these guidelines we will be helping learners to become compassionate considerate adults. They will form part of a fair and equal society.

The purposes of this policy we recognise the definitions of Radicalisation and Extremism as follows:

Extremism:

“vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in our country or overseas.” (HM Government Prevent Strategy.)

Radicalization is defined as the process by which people come to support terrorism and extremism and, in some cases, to then participate in terrorist groups.

We will demonstrate these values through the management and implementation of the British Values Policy. Through this policy and the procedures, we will bring equality, behaviour, safeguarding and British Values which the prevent duty is consistent with. Through this policy

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we will share these values and make sure our staff understand said policy and act appropriately within it. We will at all times share this policy with Employers, Learners and staff.

We will focus on learner's personal, social and emotional development, ensuring learners value other's views, know about similarities and differences between themselves and others, and challenge negative attitudes and stereotypes.

Staff will be alert to harmful behaviors by influential adults in the learner's life.

This may include discriminatory and/or extremist discussions between parents, family and/or staff members. We will act when they observe behavior of concern. Staff can identify learners who may be vulnerable to radicalization and know what to do when they are identified.

We will assess the risk of learners being drawn into terrorism, and work in partnership with local partners such as the police, PREVENT co-ordinators, channel police practitioners and their LSCB, to take account of local risks and respond appropriately.

We will make referrals to local channel panels, channel police practitioners or the LSCB, if there are concerns that an individual may be vulnerable to being drawn into terrorism or extremism.

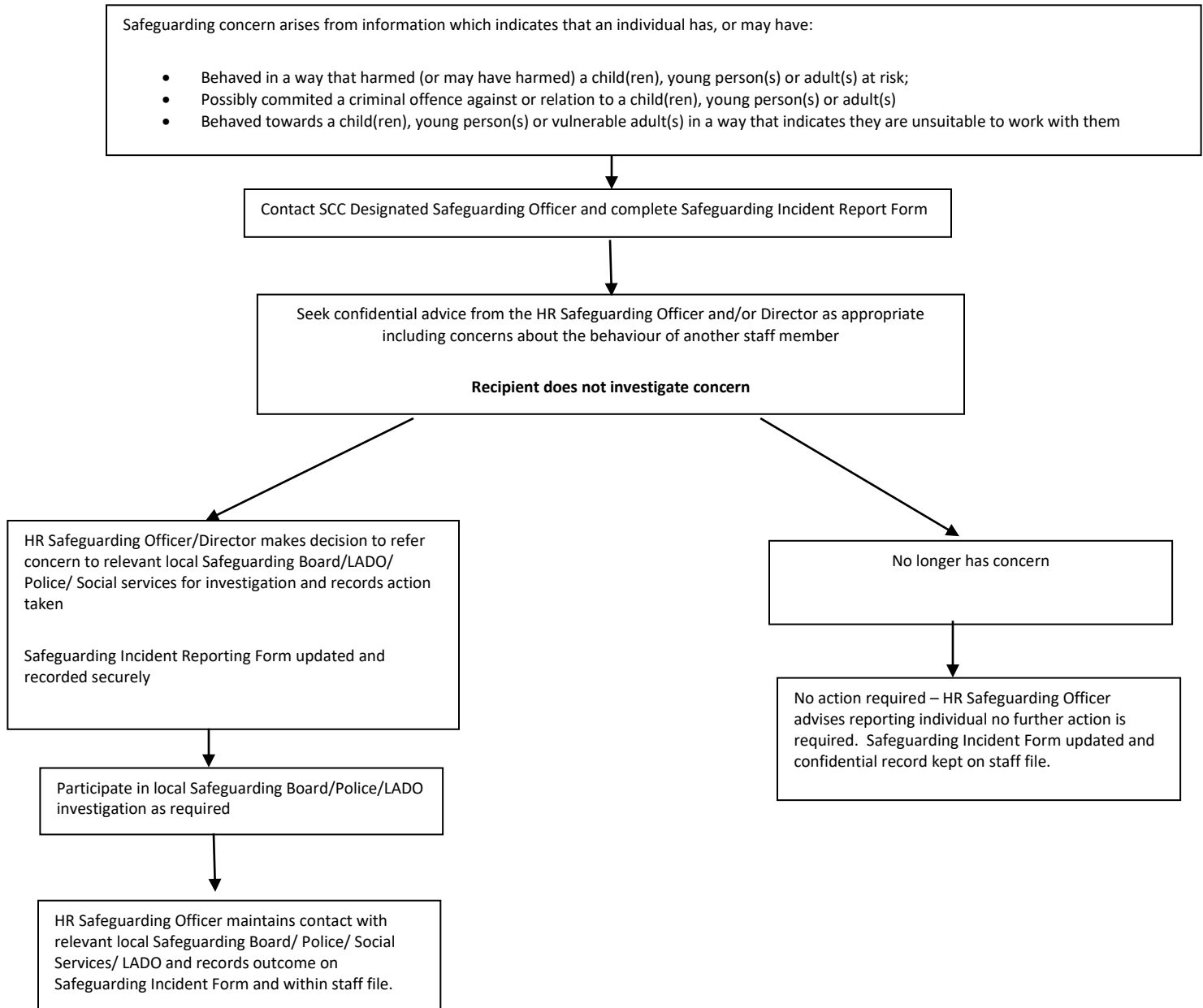
We will also assess their training needs in the light of their assessment of the risk.

Sonya Daley

Director.

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This flow chart details the procedure for reporting safeguarding concerns in relation to Staff Member. It is in addition to the organisation's Safer Recruitment and Induction Policy and regular renewal of checks undertaken by Blackpool Council's Disclosure and Barring Service procedures.



This flow chart is to be used as an operational guide in conjunction with Skills Construction Centre Safeguarding Policy including Prevent. This flowchart details the schools learners Safeguarding Procedure.

