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**Induction, Training, Supervision and Support Policy**

**1. Introduction**

This policy describes the process of induction, training, supervision and support to volunteers and mentors at The Tyro Lawyer. The safety and wellbeing of children, young people and adults is our top priority, and we take all reasonable and sensible measures to ensure that our volunteers and mentors are properly and appropriately inducted, trained, supervised and supported in regards to child protection and safe practice.

We operate an Induction, Training, Supervision and Support policy which ensures that all our volunteers are committed to safeguarding and promoting the welfare of children, young people and adults.

**2. Induction**

The Tyro Lawyer makes sure any new volunteer has read and understood:

* Our Safeguarding and Child Protection policies and procedures;
* Role boundaries and professional propriety;
* Individual safeguarding responsibilities, including what to do should concerns about the welfare of any young person arises; and whistle blowing;
* Provision of the name, contact details and responsibilities of Lead/Deputy Safeguarding Officer(s) within The Tyro Lawyer;
* Provision of a copy/access to any code of conduct or practice standards available to volunteers within The Tyro Lawyer;
* Undertaking a training needs analysis for future safeguarding/role related training;
* How to spot the signs that a child may be experiencing abuse;
* How to respond appropriately if a child makes a disclosure about abuse.

**3. Training**

All volunteers and mentors should have basic child protection training and awareness that equips them to recognise and respond to child welfare concerns. All volunteers and mentors should receive initial basic training before their first mentoring session. All volunteers and mentors will undergo safeguarding training.

All volunteers and mentors at The Tyro Lawyer will undertake refresher child protection training every two years to reflect and improve on any child protection practices and keep safeguarding at the front of their minds.

As well as basic safeguarding training, the Lead Safeguarding Officer and Safeguarding officer will receive specific training in their role and other relevant multi-agency training courses.

Everyone will be kept up to date with any changes that are made to The Tyro Lawyer’s Safeguarding and Child Protection policies and procedures.

**4. Supervision**

Supervision is of particular importance in areas that provide services to children and young people because it enables The Tyro Lawyer to ensure the team is clear about our professional standards, boundaries, organisational objectives and expectations.

It also enables volunteers and mentors to raise concerns or difficulties, reflect on their own practice, and identify and access continuing professional development.

Supervision is part of a continuum that begins with induction and continues as part of the performance management and staff development process.

**5. Support**

All volunteers at The Tyro Lawyer should feel fully supported. However, if there is a need for further support the Lead Safeguarding Officer and Safeguarding Officer will provide support to any volunteer or mentor who may need it.

Date: 05/08/2021

Designated safeguarding lead

Name: Abi Adeboyejo

Phone/email: info@tyrolawyer.co.uk

Date: 05/08/2021

Safeguarding officer

Name: Funmi Oni

Phone/email: info@tyrolawyer.co.uk