



Ruskin College Oxford

Name of policy: Safeguarding Children and Young People
Created: 2010
Approved by Governing Executive: 2010
Last reviewed: November 2016
Responsibility for review: H&S Committee→GE and HR
Date of next review: November 2017
Related policies: Safeguarding Adults at Risk

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A General Policy Statement

- 1 Ruskin College has a statutory and moral duty to safeguard and promote the welfare of children and young people resident at, attending or visiting, the College. It also takes a stance on supporting all children and young people in every way possible, both now and in the future, including through working towards healthier and more sustainable communities for them to grow up in. Ways in which it will seek to do this may include the design of curriculum content, the engaged scholarship of academic staff, the activities involved in community outreach and the provision of a family-friendly environment at Ruskin.
- 2 Throughout this document, reference is made to ‘children and young people’. In this context, this term is used to mean ‘those under the age of 19’. The Governing Executive recognises that some adults are also vulnerable to abuse and will work to support and protect them also (see separate Policy on Safeguarding Adults at Risk).
- 3 The Governing Executive is committed to ensuring that the College:
 - 3.1 Makes clear to parents or carers that any children they bring onto site remain their responsibility at all times,
 - 3.2 takes appropriate action to see that children and young people are kept safe while at the College,
 - 3.3 makes every effort to identify any children or young people who are suffering, or who are likely to suffer, significant harm,
 - 3.4 develops policies to achieve positive outcomes for any young people or vulnerable young adults who may attend the College,
 - 3.5 promotes the well-being of all children and young people through its activities and its teaching.
- 4 In pursuit of these aims, the Governing Executive will approve and periodically review policies and procedures with the aim of:
 - 4.1 raising awareness of issues relating to the welfare of children and young people and the promotion of a safe environment for the children and young people living within, or visiting, the College; in conjunction with their parents or carers.
 - 4.2 aiding the identification of children and young people at risk of significant harm, and providing procedures for reporting concerns;
 - 4.3 establishing procedures for reporting and dealing with allegations or disclosures of child abuse (see s.7, below).

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- 4.4 working to support children and young people wherever relevant, and to enhance their experience of the College through the formal and informal curriculum.
5. In continually improving this policy and any associated procedures, the Governing Executive will consult with, and take account of, guidance issued by government and other relevant bodies and groups. Particular regard will be paid to any advice from the local Children's Safeguarding Board www.oscb.org.uk
 6. The College will refer concerns that a child or young person might be at risk of significant harm through its own designated member of staff to the local child protection lead agency, normally after explaining to the child or young person (allowing for age and understanding) and the child's parent or parents that this is going to happen. Even if the parent opts to make contact with the appropriate authorities him or herself, the designated member of staff at Ruskin will still report to the local child protection lead agency. The College recognises that although it is ideal to work with parents, and parents have legal authority over their children, there are some situations where this may provoke further risk to the child. The designated member of staff would consider this before speaking to the parent.
 7. There will be a designated member of staff with lead responsibility for child protection issues. It is the responsibility of the Governing Executive to designate this member of staff, on the recommendation of the Principal. The individual so designated will be accountable to the Governing Executive, under the day-to-day oversight of the Principal. The designated member of staff will:
 - liaise with the local child protection lead agency,
 - refer any cases of suspected abuse, or allegations or disclosures, to that lead agency, through the appropriate channel,
 - maintain a proper record of any child protection referral, complaint or concern (even where that concern does not lead to a referral),
 - provide general advice and support to all College members (i.e. staff and students) on issues relating to child protection policy and practice,
 - ensure that parents and carers of children and young people living within the College are aware of the College's Policy on Safeguarding Children, and
 - offer any College member who may be concerned about the safety or well-being of a child or young person in the College an opportunity to discuss their concerns. Such concerns should not be discussed with any other staff except with the designated member of staff.

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8. The Governing Executive will give one of its member's special responsibility for liaising with the designated member of staff and for taking a wider interest in children's safeguarding policy and practice at the national and local level.

The Governing Executive recognises the following as definitions of abuse:

8.1 Physical Abuse

Physical abuse causes harm to a child or young person's person. It may include shaking, hitting, burning, poisoning, suffocating or strangling. (This list is not exhaustive.) It may be done deliberately or recklessly, or be the result of a deliberate failure to prevent injury occurring. It can also occur when a parent or carer feigns the symptoms of, or deliberately causes ill-health to, a child or young person they are looking after.

8.2 Neglect

Neglect is the persistent or severe failure to meet a child or young person's basic physical and/or psychological needs, in a way that is likely to result in serious impairment of the child's health or development. It may involve, amongst other examples, a failure to provide adequate food, clothing, shelter or physical care (appropriate to the child's age and stage of development), or failure to ensure access to appropriate medical care or treatment. It may also involve neglect of, or inadequate response to, a child's basic emotional needs.

8.3 Sexual Abuse

Sexual abuse involves a child or young person being forced or coerced into participating in or watching sexual activity. It is not necessary for the child to be aware that the activity is sexual and the apparent consent of the child is irrelevant. The acts may involve physical contact, including penetrative or non-penetrative acts. They may involve non-contact activities such as involving children and young people in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children and young people to behave in sexually inappropriate ways.

8.4 Emotional Abuse

Emotional abuse occurs where there is persistent emotional ill treatment or rejection such as to cause severe and adverse effects on the child's or young person's behaviour and emotional development, resulting in low self-worth. It may involve conveying to children and young people that they are worthless or unloved, or valued only insofar as they meet the needs of another person. It may feature age-inappropriate or developmentally-inappropriate

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expectations being imposed on children and young people. It may involve causing children and young people frequently to feel frightened or in danger, or the exploitation or corruption of children and young people. Some level of emotional abuse is present in all forms of abuse.

B Prevent Duty and Safeguarding

Prevent is part of the government’s counter-terrorism strategy and aims to stop people becoming terrorists or supporting terrorism. The College, in line with the Prevent Duty Guidance for Further Education institutions in England & Wales has a duty to safeguard its students keeping them both safe and within the law.

The Prevent Duty is not about preventing children and young people from having political or religious views and concerns, but about supporting them to address these concerns or act on them in non-extremist ways. Prevent is about preventing vulnerable individuals from being exploited by extremist beliefs.

The Prevent Duty is an extension of the same safeguarding process which the education sector already employs in order to effectively safeguard Children and Young People from exploitation, abuse, drug use or alcoholism.

If you believe that someone is vulnerable to being exploited or involved in violent extremism, please use the established safeguarding duty or care procedures at college and escalate your concerns to the Designated Safeguarding Officer. The Safeguarding Officer will make a referral through the Channel Co-ordinator and the local authority. Channel is an early intervention multi-agency process designed to safeguard children and young people from being drawn into extremist behaviour. Channel works in a similar way to existing safeguarding partnerships aimed at protecting vulnerable people. ⁱ

C. Dealing with a Disclosure of Abuse and procedure for Reporting Concerns

9. If a child or young person tells any member of the College about possible abuse, that person should do their best to:

- Listen carefully and stay calm.
- Not attempt to interview the child or young person, although if necessary they may seek to clarify, using open questions and without putting words into the child or young person’s mouth, in order to be sure that they understand what the child or young person is telling them.
- Reassure the child or young person that by telling someone, they have done the right thing.
- Inform the child or young person that it is necessary to pass the information on, but that only those who need to know about it will

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be told. Inform the child or young person to whom the matter will be reported.

- Note carefully the main points of what the child or young person has said.
 - Make a detailed note of the date, time, place, what the child or young person said and did, the questions asked, and so on.
10. Staff of the College should not attempt to investigate concerns or allegations themselves but should report them immediately to the designated member of staff, who will make a referral in accordance with this policy and with local professional guidelines.
11. Members of the College other than the designated member of staff should not make referrals. However if, after discussion with the designated person, a member of the College believes that a referral should be made but the designated person does not, then that member of the College may make the referral.

D. Allegations against staff

What's the difference between an allegation and a complaint?

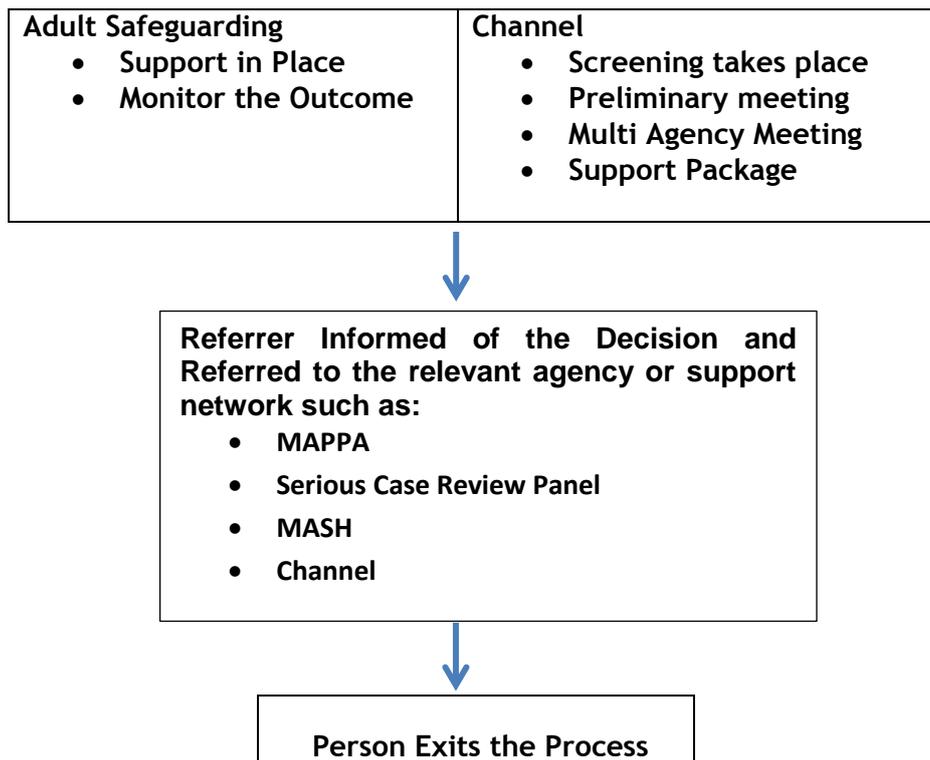
An allegation, in the context of the statutory obligations of organisations relates to any individual who works or volunteers in any capacity with children/young people and where there is a concern that this person has or may have ;

- Behaved in a way that has harmed a child/young person, or may have hurt a child/young person.
- Possibly committed a criminal offence against or related to a child/young person
- Behaved towards a child or young person in a way that indicates they may pose a risk of harm.

Safeguarding Process for Children & Young People



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In all cases where the concern about an individual falls into one of the categories above this will be considered to be an allegation, if it relates to a child, i.e. an individual who has not yet attained the age of 18.

In all such cases the allegation must be reported to the Local Authority Designated Officer (LADO) within 24 hours. Under no circumstances should the organisation/ agency carry out any investigation or take any action until the matter has been referred to the LADO.

Complaints

Complaints are generally expressions of dissatisfaction or concern that may relate to the delivery of a service by a team or individual.

A complaint may also be an expression of dissatisfaction about procedures or policy or the way procedures and policies are implemented by any team , team member or organisation. All such complaints should be addressed following the organisations policy.

Where there is no indication that the complaint relates to harm or potential harm to a child there is no need to refer to the LADO.

Allegations

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- All staff should take care not to place themselves in a vulnerable position with a child or young person. It is always advisable for interviews or work with individual children or young people to be conducted in view of other adults.
- We understand that a child or young person may make an allegation against a member of staff. If such an allegation is made, the member of staff receiving the allegation will immediately inform the line manager or the most senior member of staff available.
- The manager on all such occasions will discuss the content of the allegation with the Designated Officer for the Local Authority (LADO), before taking any action. In our county contact should be made with Barry Armstrong, Designated Officer (01865 815956), Alison Beasley, Safeguarding Coordinator (01865 323457) or Donna Crozier, Safeguarding Coordinator (01865 816382).
- If the allegation made to a member of staff concerns the manager themselves, the person receiving the allegation will immediately inform the Chair of the Governing Executive who will consult with LADO, without notifying the manager first.
- Suspension of the member of staff against whom an allegation has been made needs careful consideration, and the College we will consult with the LADO and HR.

E. Whistleblowing

We recognise that children and young people cannot be expected to raise concerns in an environment where staff fail to do so.

All staff should be aware of their duty to raise concerns about the attitude or actions of colleagues and appropriate advice will be sought from the LADO or the Safeguarding Team where necessary.

Designated member of staff: Hannah Jones

Email: hjones@ruskin.ac.uk

Phone or Text: 07787 428586

Paul Di Felice (Principal)

Email: pfelice@ruskin.ac.uk

Phone or text: 07815 707786

Designated Governor: Carole Orgell-Rosen (Chair of the Governors)

Email: rosen.carole@gmail.com

¹ Safeguarding Children, Young People and Young Vulnerable Adults Policy. Feb 2015 OFSTED

² Prevent Duty Guidance for Further Education institutions in England & Wales, HM Government July 2015

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