



Safeguarding Policy

Policy reviewed	Sept 2021
Date for next review	Sept 2022
Signed by Chair of Trustees:	

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1. Purpose

This policy sets out Trinity Specialist College's approach to safeguarding and the promotion of the welfare of learners/adults at risk. It applies to Trustees, employees, volunteers, visitors, employers, transportation companies and contractors with direct access to learners/adults at risk, all of which have an important role to play in safeguarding, in particular to ensure the welfare and prevention of abuse and/or harm.

2. Definitions

Trinity Specialist College uses definitions of the term 'safeguarding' from statutory guidance.

- The 2014 Care Act
- Mental Capacity Act (Including Deprivation of Liberty Safeguarding) 2005
- Safeguarding Vulnerable Adults Act 2006
- Protection of Freedoms Act 2012
- Keeping Children Safe in Education September 2021
- Section 26 (1) of the Counter Terrorism and Security Act 2015
- Prevent Duty Guidance for Further Education Institutions 2015
- Mandatory Reporting of Female Genital Mutilation Oct 2015
- Controlling or Coercive Behaviour Statutory Guidance Framework December 2015
- The 2014 Care Act

Safeguarding learners is defined as:

- protection from maltreatment
- preventing impairment to health or development
- ensuring that learners are safe in circumstances, consistent with the provision of safe and effective care
- taking action to enable all learners to have the best outcomes

Safeguarding adults at risk is defined in the:

[Care and support statutory guidance](#) issued under the 2014 Care Act as:

- protecting the rights of adults to live in safety, free from abuse and neglect
- people and organisations working together to prevent and stop both the risks and experience of abuse or neglect
- people and organisations making sure that the adult's wellbeing is promoted including, where appropriate, taking fully into account their views, wishes, feelings and beliefs in deciding on any action
- recognising that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances and therefore potential risks to their safety or well-being

An 'Adult at Risk' is defined as a person aged 18 years 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, or is unable to protect him

or herself against significant harm or exploitation. It may also include adults who are vulnerable for some other reason, for example those who have caring responsibilities, special educational needs, addiction, or who have suffered abuse or trauma. 'Looked After Children', 'Care Leavers' and students with special educational needs up to age 25 may also need additional services, assistance, protection and consideration.

3. Recruitment

Trinity Specialist College carries out safer recruitment checks on everyone who works or volunteers with us. All roles require-

- a photographic identity check;
- a barred list check;
- an enhanced Disclosure and Barring Service (DBS) check
- a prohibition from teaching check;
- further checks on people who have lived or worked outside the UK: this would include recording checks for those European Economic Area (EEA) teacher sanctions and restrictions;
- a check of professional qualifications;
- a check to establish the person's right to work in the United Kingdom;
- at least two references from previous employers.

In line with statutory changes, underpinned by regulations, the College will maintain a Single Central Record (SCR). This document will cover the following people: all staff, including supply staff, visitors and volunteers.

4. Expectations

Everyone working at Trinity Specialist College has a responsibility to familiarise themselves with this Safeguarding Policy and the procedures that go with it. They must maintain a proper focus on the safety and welfare of learners and adults at risk in all aspects of their work.

5. Training

Trinity Specialist College is committed to ensuring that everyone who works for us understands their safeguarding responsibilities and keeps their knowledge up to date. All staff receive annual safeguarding refresher training and all new employees receive safeguarding training as part of their induction. In addition the college responds to specific areas of risk and safeguarding practice by identifying and delivering bespoke training sessions.

6. Acting on safeguarding concerns

Trinity Specialist College staff have a responsibility to make sure that any concerns about adults at risk are reported immediately.

If anyone is concerned that an adult is at risk of being abused or neglected, they should not ignore their suspicions and should not assume that someone else will take action to protect that person.

Concerns regarding learners should be recorded on My Concern and managed by the Designated Safeguarding Lead. Concerns regarding staff at risk should be reported and managed by the Human Resources and Welfare Manager.

Anyone working for Trinity Specialist College who has concerns about the behaviour of a colleague must always raise this with their Line Manager or the Human Resources and Welfare Manager as quickly as possible.

7. Learning and improving

Trinity Specialist College staff are determined to keep improving knowledge and understanding of how best to protect adults at risk. Reviews of our actions will take place regularly to learn lessons about when our systems need to improve and to check that we are placing the right emphasis on safeguarding in our work. We will also promote a culture in which we are able to highlight and review near misses to learn and improve our practice.

Where a staff member feels unable to raise an issue with senior management or feel that their genuine concerns are not being addressed, the Whistleblowing policy will be followed.

8. Useful Contacts:

Local Authority Designated Officer (LADO): 0121 675 1669

Adults and Communities Access Point (ACAP): 0121 303 1234

Trinity Specialist College Safeguarding Contacts

Lindsay Harris - Principal and Designated Safeguarding Lead
07984 728314

Jodie Diver -Designated Safeguarding Officer and Prevent Coordinator
07538 862473

Carol Davies - Human Resources and Welfare Manager
07923 217484

Amanda Daniels - Trustee with responsibility for Safeguarding
07766 925152

Online Safety National helpline: www.saferinternet.org.uk/helpline

FGM Helpline: 0800 028 3550: email@fgmhelp@nspcc.org.uk

Responding to concerns about an adult at risk

At Trinity Specialist College

Our
Designated Safeguarding Lead is Lindsay
Harris and our Designated Safeguarding
Officer is Jodie Diver. Our Safeguarding
trustee is Amanda Daniels



Concern about a young adult

If someone is injured or at immediate risk, take immediate action. Seek help by dialling 999 for police or ambulance.

1. Is it safe to speak with the adult? Seek consent from the young adult concerned. What does the adult want to happen? If you know their views include those throughout the process.

2. If the young adult does not have the capacity to consent, act without consent and log the decision.

3. Collect all available relevant facts and appropriate information.

4. Tell the person involved what you are going to do and note any views that they may have regarding how they wish the matter to be dealt with.

5. Tell only the people who need to know such as your Safeguarding Officer.

6. Record on electronic recording system "My Concern".

Designated Safeguarding Officer to review concerns and decide next steps

Consider the balance between listening to someone's wishes and needing to refer information where others may be at risk.

Consider discussing concerns with parent / carers and seek consent where appropriate.

Inform the person involved about the outcome.

