

Safeguarding and Equal Opportunities strategy

Statement of Intent:

Our vision at BEE is to provide a safe environment where employees are proud to work, students can progress in a surrounding that engenders achievement and guests and visitors are always treated with care.

We support the demands of the Every Child Matters (ECM) agenda, not only the Stay Safe requirements but the contribution that all Five Outcomes make to Safeguarding. BEE has an expectation that each group will contribute to the safeguarding of others and it is the responsibility of everyone to ensure that individuals' safety is paramount.

We will do this by:

- Ensuring respect and tolerance for each other
- Providing a suitable safe physical environment
- Providing an appropriate empathetic and learning environment
- Implementing all Health and Safety (H&S) requirements
- Use good practice Human Resources (HR) safeguarding measures
- Regularly reviewing the Safeguarding procedures at BEE
- Challenging actions and behaviours that do not support safeguarding
- Sharing our high expectations of Safeguarding with all our partners

Definition of Terms:

Safeguarding is much more than maintaining good H&S practices. The term "Safeguarding" is a concept that has evolved from the initial concern about the safety of children and young people in public care, to include the protection from harm of all children and young people and to cover all agencies working with children and their families. Since the introduction of the ECM Agenda there has been a wider definition of Safeguarding which applied initially to young people 14-19, was extended to vulnerable adults and young children.

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 maybe, unable to take care of him or herself or unable to protect him or herself against significant harm or exploitation " (Law Commission Report, 1997)

For Local Authorities (LAs), schools, Further Education (FE) and educational institutions, Safeguarding therefore covers more than the contribution made to child protection in relation to individual children. It must cover other Safeguarding issues that are specific to the local area or population.

Those provisions underpin and reinforce that common law duty of care and sit alongside other statutory responsibilities in this area, for example, for health and safety and dealing with bullying.

Safeguarding has three main strands:

1. Environment

This encompasses the building itself and its access, the actual equipment and resources within it and any virtual environment that is being accessed (e.g. via the Net). It should give a clear signal that the organisation's work is based in safe procedures, equality of opportunity and meets the needs of young people and vulnerable adults through its work (including its curriculum or training)

2. Health & Safety

Correct procedures need to be in place and used, policies need to be updated regularly and ensured they are 'fit for purpose' and there should be a fully effective QA system in place to monitor H&S

3. Human Resources issues

The employees of BEE who come into contact with young people and vulnerable adults need to have the knowledge, skills, empathy and ability to meet the needs of the client group. They need to be vetted and monitored to ensure that they are suitable and upskilled in new techniques and knowledge so they always have the best chance of ensuring young people can 'stay safe'. Good Performance Management systems and clear training plans support this.

BEE is committed to ensuring that all strands are addressed.

Aims and Objectives:

The aim of the BEE Safeguarding Strategy/Policy is to:

- provide a secure, stimulating, positive and mutually respectful and inclusive environment for learning
- clarify for employees what Safeguarding is and how BEE will address the requirements for good

- Safeguarding procedures and processes
- monitor and review the Safeguarding Strategy/Policy with employees and partners at appropriate intervals
- be responsive to internal feedback, local needs and external legislation but take a proactive approach to planning for good practice

Practice and Procedures:

For each of the strands, BEE will:

Environment

- set the expectations of a Safeguarding culture
- provide organisational support for a Safeguarding environment
- ensure all policies (e.g. Child Protection Policy, Data Protection) contribute to good Safeguarding
- report Safeguarding issues to the Directors through monthly meetings
- liaise with schools and colleges to ensure a consistency of approach regarding access by visitors and students
- take action to meet any national legislation and ECM
- access good practice from the London Safeguarding Board and the OFSTED criteria for Safeguarding/Stay Safe
- liaise with Councils and their services, schools, local FE institutions, Safeguarding Board to ensure that activities and actions support local targets for Safeguarding, Equalities, Cohesion and the Children's and Young Person's Plan (CYPP)
- support the delivery of an appropriate personalised 'curriculum' to young people
- convey BEE's expectations regarding Safeguarding to partners/employers who are involved in work placed activities with BEE
- liaise with schools to ensure that all relevant information about young people is available and recorded

Health & Safety

- designate a named H&S Officer

- meet H&S requirements (including Fire and Evacuation procedures and practices, building regulations, accessibility requirements, maintain an Accident Book)
- have regular H&S Inspections in order to ensure all premises and equipment are fit for purpose
- identify named First Aider(s) and maintain a First Aid Box
- ensure that employees, students and visitors to the BEE premises are made aware of BEE's H&S procedures and expectations
- undertake risk assessments for activities where young people are located on employer premises

Human Resources

- adopt Human Resources (HR) procedures in recruitment and employment that meet CRB requirements
- ensure there is appropriate Induction, Performance Management, Professional Development and Training for employees to fulfill the demands of their roles within a Safeguarding culture and to recognise the signs of abuse (e.g. self harming, cyber bullying, racism, sexual abuse, grooming, use of illegal substances, physical or mental cruelty, mental health issues) so that early interventions can take place
- respect the differences of those involved in BEE from a wide range of backgrounds, faiths, ethnic minorities and cultures

Policy Monitoring and Review:

BEE will use all available feedback from employees, students and visitors to ensure its Safeguarding procedures are fit for purpose. The Policy will be reviewed on an Annual basis and reported to the Directors of BEE. The document is, however, a 'living document' and will be amended as appropriate throughout the year to meet any mandatory legislation or best practice requirements. All changes will be communicated to employees through appropriate channels and employees will formally record their understanding of any new procedures.