

Safeguarding & Child Protection Policy

1.0 INTRODUCTION

Safeguarding and promoting the welfare of children is defined as –

- Protecting children from maltreatment;
- Preventing impairment of children's health or development;
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best outcomes.
- Children include everyone under the age of 18

This means that Educate Staffing is committed to safeguarding and promoting the welfare of all children and young people within our client schools

We believe that:

- *Children/young people have the right to be protected from harm, abuse and neglect*
- *That every child has the right to an education and children/young people need to be safe and to feel safe in our client schools.*
- *Children/young people need support that matches their individual needs, including those who may have experienced abuse*
- *Children/young people have the right to express their views, feelings and wishes and voice their own values and beliefs*
- *Children/young people should be encouraged to respect each other's values and support each other*
- *Children/young people have the right to be supported to meet their emotional and*

social needs as well as their educational needs

- *Educate Staffing will contribute to the prevention of abuse, victimisation, bullying (including homophobic, bi-phobic, trans-phobic and cyber-bullying), exploitation, extreme behaviours, discriminatory views and risk taking behaviours*

Educate Staffing staff and Contractors have an important role to play in safeguarding children/young people and protecting them from abuse.

<p>Educate Staffing will fulfil their local and national responsibilities as laid out in the following documents:</p> <ul style="list-style-type: none"> • <u>The most recent version of <i>Working Together to Safeguard Children</i> (DfE)</u> • <u>The most recent version of <i>Keeping Children Safe in Education: Statutory guidance for schools and colleges</i> (DfE 1st Sept 2021)</u> • <u>The Education Act 2002 s175</u> • <u><i>Sexting in Schools & Colleges – responding to incidents and safeguarding young people</i> (UKCCIS) 2016</u> • <u>General Data Protection Legislation (2018)</u> https://ec.europa.eu/commission/priorities/justice-and-fundamental-rights/data-protection/2018-reform-eu-data-protection-rules_en • <u>Mental Health & Behaviour in Schools.</u> https://www.gov.uk/government/publications/mental-health-and-behaviour-in-schools--2 • <u>Schools coronavirus (COVID-19) Operational Guidance -</u> https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-coronavirus-covid-19-operational-guidance 	<p><i>In our Agency has the following people will take the lead in these areas:</i></p> <p>Managing Director Stephanie Bateman</p>
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<p>2.0 OVERALL AIMS</p> <p>This policy will contribute to the protection and safeguarding of all students working within Educate Staffing client schools:</p> <p>Staff and contractors within our client schools will be expected to</p> <ul style="list-style-type: none"> • Clarify standards of behaviour for fellow staff members and pupils 	<p><i>This means that Educate Staffing will working alongside our clients and</i></p> <ul style="list-style-type: none"> • <i>Identify and protect pupils/students</i> • <i>Identify individual needs as early as possible; and</i> • <i>Design plans to address those needs</i> • <i>Work in partnership with pupils/ students, parents/carers and other agencies.</i>
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<ul style="list-style-type: none"> • Contributing to the establishment of a safe, resilient and robust ethos in the school they are placed in, built on mutual respect and shared values • Introducing appropriate work within the curriculum. • Encourage pupils/students and parents to participate; • Alerting fellow staff to the signs and indicators that all may not be well • Developing awareness of the causes of abuse • Developing awareness of the risks and vulnerabilities their pupils/students face • Addressing concerns at the earliest possible stage; and • Reducing the potential risks pupils/students face of being exposed to violence, extremism, exploitation, discrimination or victimisation. 	<p><i>Our safeguarding team will ensure that any contracted worker will reflect the values, philosophy and standards of our agency.</i></p>
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<p>3.0 GUIDING PRINCIPLES</p> <p>These are the 7 guiding principles of safeguarding, which guide Educate Staffing's policies:</p> <ul style="list-style-type: none"> • Have conversations and listen to children and their families as early as possible. • Understand the child's lived experience. • Work collaboratively to improve children's life experience. • Be open, honest and transparent with families in our approach. • Empower families by working with them. • Work in a way that builds on the families' strengths. • Build resilience in families to overcome difficulties. 	<p><i>All Educate Staffing staff members and contractors will be enabled to listen and understand the lived experience of children and young people by facilitating solution focused conversations appropriate to the child/young person's preferred communication style.</i></p>
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<p>4.0 EXPECTATIONS</p> <p>All Educate Staffing staff members and contractors will be:</p> <ul style="list-style-type: none"> • Be familiar with this Safeguarding & Child Protection Policy • Understand their role in relation to safeguarding • Be alert to signs and indicators of possible abuse (See Appendix 1 for current definitions and indicators) • Record concerns and give the record to the DSL, or deputy DSL, and • Deal with a disclosure of abuse from a child in line with the guidance in Appendix 2 - you must inform the DSL immediately, and provide a written account as soon as possible. • Be involved, where appropriate, in the implementation of individual School-focused interventions, Early Help assessments and Our Family Plans, Child In Need Plans and inter-agency Child Protection Plans 	<p><i>This means that in Educate Staffing:</i></p> <p><i>All our staff will receive annual safeguarding training and update briefings as appropriate. Specialised staff may be required to undertake more specialist safeguarding training as agreed by Client Schools.</i></p> <p><i>Educate Staffing will follow Safer Recruitment processes and checks for all staff.</i></p>
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5.0 The Designated Safeguarding Lead (Dsl)

- The DSL will be a member of the Senior Leadership Team. Whilst the activities of the DSL can be delegated to appropriately trained deputies, the ultimate lead responsibility for safeguarding and child protection remains with the DSL. This responsibility should not be delegated.
- Safeguarding and Child Protection information will be dealt with in a confidential manner.
- Safeguarding records will be stored securely in a central place. Individual files will be kept for each staff member of contract to ensure consistency.

This means the DSL team in Educate Staffing:

Lead: Stephanie Bateman
Deputies: Katie Mulock

Any incident involving Educate Staffing staff or contractors should be reported to the Lead safeguarding officer as soon as possible by both the client school and candidate.

6.0 Safer Recruitment & Selection

Educate Staffing will pay full regard to 'Safer Recruitment' practice including scrutinising applicants, verifying identity and academic or vocational qualifications, obtaining professional and character references, checking previous employment history and ensuring that a candidate has the health and physical capacity for the job.

This also includes undertaking interviews and appropriate checks including disclosure & barring check, barred list checks and prohibition checks. Evidence of these checks will be recorded on a central secure database

All recruitment materials will include reference to the Educate Staffing commitment to safeguarding and promoting the wellbeing of pupils.

This means that Educate Staffing will meet all required standards for 'Safe Recruitment'

In addition Educate Staffing currently meets all REC (Gold Standards) for safer recruitment within education.

All staff members are trained on 'safer recruitment' and REC Gold standards in advance of candidate contact during induction

7.1 Induction

All Educate Staffing staff will be aware of systems within their setting which support safeguarding and these should be explained to them as part of Agency induction, we also require that client schools provide any additional safeguarding guidance for Educate Staffing staff at the beginning of assignments.

7.2 Staff Support

Updated Safeguarding training will be offered to all candidates on a termly basis and when any changes are made to KSCIE guidance.

Our staff induction process will cover:

- *The Safeguarding & Child Protection policy;*
- *General Behavioral Policy*
- *The Code of Conduct*
- *Up to date Safeguarding training, with regular updates.*

Copies of policies and a copy of the KSCIE-20 document is provided to staff and contractors in advance of induction.

<p>8.0 Code of Conduction inc online guidance</p> <p>All Educate Staffing Staff and Contractors are required to follow Educate Staffing 'code of conduct/behavior' (see Educate Staffing Code of Conduct - 2021 doc)</p> <p>This outlines:</p> <ul style="list-style-type: none"> ● Responsibilities - Safeguarding, Welfare and Legal. ● Rights - Young People/Children right in school or alternative education. ● Relationships - including guidance on maintaining relationships based on openness, trust, honesty and respect. ● Unacceptable behavior - including guidance on appropriate behavior both online and in person. ● Upholding the code of conduct/behavior - consequences of failure to follow code. 	<p>See Educate Staffing - Code of Conduct Document</p> <p>Updated 1st September 2021.</p>
<p>9.0 Additional Support</p> <p>Educate Staffing will assist our client schools, staff and contractors in providing guidance and training on the following additional (but not exclusive) areas.</p>	<p><i>This means that Educate Staffing will work alongside our client schools to ensure all workers are aware of the listed factors</i></p>
<ul style="list-style-type: none"> ● Use of reasonable force ● Prevention of abuse ● Early response assistance ● Safeguarding students who are vulnerable to radicalisation. ● Risk reduction ● Pupil/Student who are vulnerable to exploitation, force marriage, female genital mutilation or trafficking ● Children missing in education. ● Peer on peer abuse including rape and sexual assault. ● Criminal exploitation and gang affiliation. 	

10.0 Short Form - Recruitment and Vetting Statement

Our recruitment procedure and training policies have been viewed in accordance with Safer Recruitment in Education to ensure we are fully compliant.

As an REC member we adhere to best practice and continue to comply with regulations. We regularly carry out audits in-house and also outsource them to ensure regulations and standards are kept at a high standard.

We meet all prospective candidates face-to-face, to ensure the highest standard of compliance possible, our process covers the following checks:

- Face-to-face interview
- Overseas police check required for six months or more from a country visited in the last five years
- Enhanced DBS (see below)
- Barred list (renewed every 12 months)
- Cover employment history going back five years with no gaps
- Gains rehabilitation of offenders declaration observing the filtering rules
- One UK proof of address
- Proof of identity
- Right to work in the UK
- National Insurance number
- School and university qualifications
- Prohibition list check, as well as the EEA Teacher sanctions, checklist
- National College for Teaching Leadership for all teachers
- Two references- within the last 2 years
- Medical declaration
- Provide the Keeping Children Safe in Education and Working Together to Safeguard Children guidance
- Recommendation of a prohibition order where appropriate
- Safeguarding Training provided to all staff members in advance of placement.

Educate Staffing DBS rule

We will accept a DBS if:

- DBS not issued by Educate Staffing - if it HAS subscribed to the updated service, which covers child barred list information only.
- DBS issued by Educate Staffing - NOT subscribed to the update service which covers child barred list information only, will be valid for 12months.
- DBS issued by Educate Staffing - if it HAS subscribed to the update service, which covers child barred list information only.

Safeguarding & Training at Educate Staffing

Throughout the year Educate Staffing hold CPD training days for all of our candidates, the training days mirror 'Team Teach' program, covering all areas in:

- Safeguarding
- Reducing the risk in schools
- Behaviour management techniques
- Understanding 'assessments'
- Appropriate levels of challenges
- Ofsted
- Crisis prevention and de-escalation
- Safe restraint of students
- SEN

We expect all of our candidates to abide by safeguarding measures set out by Department of Education guidelines. Our candidates agree to the following point: They understand it is their responsibility to safeguard children and are aware that they must notify Educate Staffing immediately of anything that may affect their suitability or changes to circumstances.

Contact Information

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Managing Director

Stephanie Bateman

Important Safeguarding Links

- The most recent version of [Working Together to Safeguard Children](#) (DfE)
- The most recent version of [Keeping Children Safe in Education: Statutory guidance for schools and colleges](#) (DfE 1st Sept 2021)
- [West Midlands Safeguarding Children Procedures](#)
- [The Education Act 2002 s175](#)
- [Sexting in Schools & Colleges – responding to incidents and safeguarding young people](#) (UKCCIS) 2016
- [General Data Protection Legislation \(2018\)](#)
https://ec.europa.eu/commission/priorities/justice-and-fundamental-rights/data-protection/2018-reform-eu-data-protection-rules_en
- [Mental Health & Behaviour in Schools](#).
<https://www.gov.uk/government/publications/mental-health-and-behaviour-in-schools-2>