

IET Safeguarding Policy

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1. Introduction

This policy applies to all Schools Liaison Community (SLC) Members.

2. The Law

The Law in the United Kingdom applies to this policy with all additional laws required by the country in which the Member is present.

3. DBS and SIA

DBS is the UK Government's Disclosure & Barring Service which ensures that a person holding the certificate did not have a criminal record on the date the DBS certificate was issued.

Other countries have similar processes.

SIA is the UK Governments Security Industry Authority.

Security Officers in the UK must hold a valid Front Line Security Licence to work in the security sector.

The SIA Front Line Licence includes both a criminal record check and that the person has received and passed a training course which includes safeguarding people and property.

Other countries have similar processes.

4. Vulnerable People

Vulnerable people are defined by the laws above.

They include but are not restricted to:

- minors, people aged less than eighteen years of age
- the physically and/or mentally disabled
- those having special education needs
- elderly people over the age of 65

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5. Venues

Venues are the places where vulnerable people may be present.

They include but are not restricted to:

- schools,
- colleges,
- care homes,
- hospitals,
- homes of vulnerable people,
- shops,
- places of entertainment,
- restaurants, cafés, public houses.

6. Venue Rules

Members shall conform at all times to the rules laid down by the management of the venue where vulnerable people may be present.

These rules may include but not be restricted to:

- all visitors being accompanied by a member of staff of the venue,
- visitors may be unaccompanied where they hold a valid Enhanced DBS certificate or SIA Front Line licence or the equivalent in the country where they are present,
- employees must have a valid Enhanced DBS certificate or SIA Front Line licence or the equivalent in the country where they are present,
- registered entry and departure,
- supervision watch by a member of staff or a security officer with or without CCTV,
- no supervision.

7. Schools Liaison Community Members Acting at an Activity Involving Children

All IET Education Staff shall have a valid UK Enhanced DBS certificate or country equivalent.

All SLC Members representing the SLC where there are children more than 6 times in any 90 day period shall have a valid Enhanced DBS certificate or the equivalent in the country where they are present,

Members above shall inform the SLC of their DBS or SIA Licence numbers which shall be recorded by the SLC,

The SLC may wish to see the DBS or SIA Licence, however the SLC may not prevent their activities or status if there is a delay in viewing the document,

The SLC Member carrying out these activities shall have adequate training in the subject as required by UK law and Keeping Children Safe In Education (KCIE).

<https://www.gov.uk/government/publications/keeping-children-safe-in-education>

This includes training in safeguarding and special education needs.

Where relevant to the country where the Member is based shall require specific training to have been completed.

All are reminded that it is contrary to copyright law to copy a DBS certificate because it has a Crown logo.

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8. Members Providing A Service To an Activity Involving Children

Members providing such services shall either:

- be accompanied at all times by a member of staff of the school or college,
- or hold a valid Enhanced DBS Certificate or a Front Line SIA Licence or the equivalent in the country where they are present.

9. Risk Assessments

All activities designed to be carried out for vulnerable people shall have a risk assessment proving guidance to those carrying out the activity to safeguard against accidents and injuries.

The risk assessments shall address as relevant to the activity:

- risks of using tools
- risks of using batteries, electricity, gas, water
- risks of using adhesives,
- risk of aggression among those involved in the activity.

10. Duty Of Care

All persons have a duty of care to all other persons.

SLC Members are expected to assist family members and friends to avoid becoming victims of fraud or abuse, especially:

- monetary scams,
- on-line abuse,
- bullying,
- physical and mental abuse.

SLC Members should assist helping to report fraud or abuse to the relevant authorities such as:

- the police,
- the management of the venue where fraud or abuse is suspected,
- the management of social media platforms,
- the parents or guardians of the abuser,
- social services,
- the organisations where the abusers attend.

Actions to assist avoiding fraud or abuse include but are not restricted to:

- reviewing the internet activity of the vulnerable person,
- reviewing letters to the vulnerable person to detect, stop and report fraud,
- reviewing past telephone calls to detect stop and report fraud,
- regularly providing opportunities for the vulnerable person to talk about their activities (Most schools provide these opportunities weekly and this helps to discover incidents of concern.).

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11. Contravention Of This Policy

Actual and suspected contravention of this policy shall be reported by the SLC Member to the safeguarding manager.

The Safeguarding Manager to investigate and gather evidence related to the contravention and make recommendations to the SLC.

The SLC Board are responsible in law for the taking appropriate action including reporting to the police and the management of the venue concerned.

12. Safeguarding Manager

The SLC Board has appointed Derrick Willer as Safeguarding Manager

The Safeguarding Manager shall have adequate training in safeguarding and special education needs as required by UK law and Keeping Children Safe In Education (KCIE).

<https://www.gov.uk/government/publications/keeping-children-safe-in-education>

13. Whistle-Blowing

Reports of contravention shall be confidential to the Chair of the SLC Board who shall ensure that the name of the whistle-blower is not disclosed to any other person.