



Employers & Placement Providers
**SAFEGUARDING
HANDBOOK**

**SAFEGUARDING
WARNING SIGNS OF ABUSE
HOW TO REPORT A CONCERN
HOW TO PROTECT YOURSELF FROM
SAFEGUARDING ALLEGATIONS**



**SOUTH & CITY COLLEGE
BIRMINGHAM**

‘Managers responsible for overseeing the college’s duty for **safeguarding young people and vulnerable adults** record, monitor and act on safeguarding incidents well.’

Ofsted Rated Good, November 2018

Safeguarding is “everyone’s business”

Section 175 of the Education Act 2002 introduced a duty on Local Education Authorities and the governing bodies of maintained schools and further education institutions to ensure that they have arrangements to safeguard and promote the welfare of children; The Safeguarding Vulnerable Groups Act 2006 was extended from 1 April 2008 to learning and skills providers in respect of any vulnerable adults that are training with them. Learners and providers will receive guidance on Safeguarding and health and Safety Policy and procedures.

Safeguarding is the term used for the many different actions we all must take to try and ensure that all our students and vulnerable adults are safe from abuse, protected from maltreatment, prevent the impairment of health and development and to ensure they grow up in safe and effective care.

Everyone has a role to play in safeguarding, that includes the college, employers, workplace providers and other stake holders.

In this guide we have set out for our employers, workplace providers and other external organisations working with our students, what abuse is, how it can be spotted and what you need to do if you suspect there is an issue.



Abuse may happen to people of both sexes, at all ages in all cultures, religions social classes and both with and without disabilities.

Who needs safeguarding?

All children and young people under the age of 18 are covered by the Children Acts of 1989 and 2004 and the Education Act of 2002 in relation to Child Protection. All groups are covered by the Safeguarding Vulnerable Groups Act 2006.

A Vulnerable Adult is any adult who is or may be in need of support by reason of mental or other disability, age, illness or who is unable to take care of or protect themselves against harm or exploitation.



Some typical warning signs of abuse:

- Physical injury and bruises
- Change in physical presentation
- Change in behaviour
- Change in attitude
- Excessive family dependence
- Substance issues
- Self harm
- Low self esteem
- Attendance issues
- Running away from home

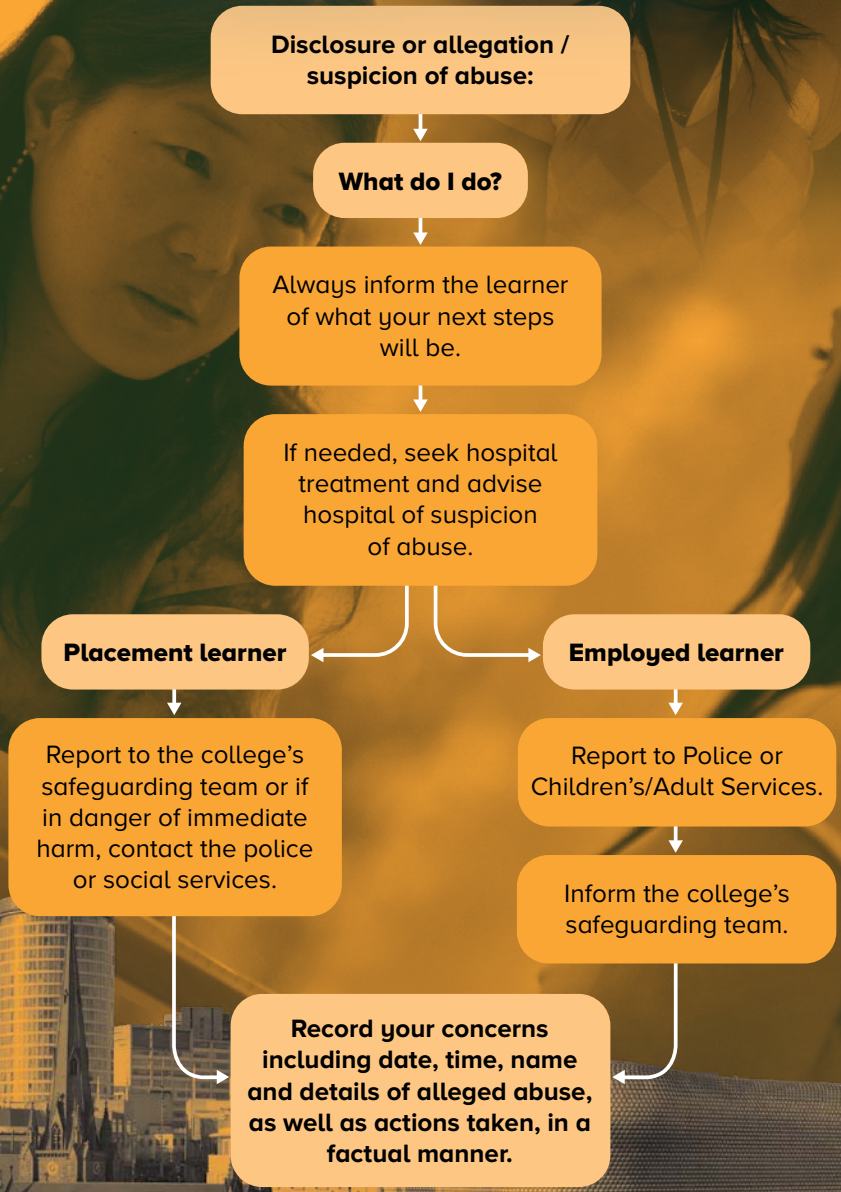
These are only a few of many signs of abuse. Remember abuse may be happening even though there are no physical signs or indicators.

PREVENT

The college is committed to providing students with the necessary skills and knowledge to keep themselves and others safe and has a responsibility to promote values of openness and tolerance and to facilitate free debate which is characteristic of being a British citizen and is fundamental to the promotion of democracy, the rule of law, individual liberty, mutual respect and tolerance of those of different faiths and beliefs.

Students will learn about PREVENT through events and tutorial, protecting young people from radicalization and extremism, sexual exploitation, bullying and harassment and other forms of abuse.

What to do if you suspect abuse



Contacts

College contacts

safeguardingofficers@sccb.ac.uk

(This is a confidential email that goes to the college safeguarding team.)

Anna-Marie Mason

Designated Lead for Safeguarding,
Assistant Principal 14-18 Pastoral Support &
Schools Development

Donna Kelly

Designated Deputy Safeguarding Officer;
Director, Student Engagement

Mark Jenkins

Senior Executive Director, Human
Resources

External services

ChildLine 0800 1111

NSPCC helpline
0808 800 5000

Children's Services
0121 303 1888

Police 0345 113 5000

Police Nationwide 101

www.thehideout.org.uk

www.ceop.police.uk

For urgent issues after hours you can contact Children's Services on 0121 303 1888 or the Police on 0345 113 5000.



How to protect yourself from safeguarding allegations

- Be professional at all times and use appropriate language
- Don't give out personal information
- The college does not expect you to give out your home/mobile number, personal email address or social network information (e.g. Facebook) to any learner
- Report any incidences of inappropriate behaviour aimed at you
- Avoid physical contact with learners and observe personal space boundaries



be **sure** be safe

There is a dedicated team
of Safeguarding Officers
based at all campuses.

They can be contacted on
0121 644 2222

[sccb.ac.uk](https://www.sccb.ac.uk)

hello@sccb.ac.uk

0121 694 5000



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