SAFEGUARDING POLICY

1. Scope

This policy describes how Beyond the Bark Ltd. (BTB hereafter) ensures that Safeguarding is implemented and complies with the law.

This policy is designed to help protect children and young people aged under 18 and vulnerable adults from any form of unacceptable behaviour including sexual misbehaviour, physical acts, inappropriate remarks, suggestive gestures, pictures, other materials, or other forms of abuse such as physical violence or bullying.

A vulnerable adult[1] *"An adult at risk is a person aged 18 or over who has needs for care and support and is experiencing, or at risk of, abuse or neglect, and as a result of those needs is unable to protect themselves.".*

2. Policy Principles

All young people, regardless of age, ability, gender, race, religion, ethnic origin, social status or sexual orientation have the right to be protected from abuse. The rights, dignity and worth of all young people should always be respected. All allegations will be taken seriously and responded to quickly.

Those that deal with children, young people and vulnerable adults must:

- Take all reasonable steps to ensure the health, safety and welfare of any child, young person or vulnerable adult
- Ensure that any activities are appropriate to the age, maturity and ability of those participating
- Consistently display high standards of personal behaviour and appearance
- Ensure behaviour, language, gestures etc. are appropriate and above reproach

[1] The core definition of "vulnerable adult" from the Care Act 2014 (England) safeguarding adults section 42.

- Avoid spending time alone with children, young people or vulnerable adults including car journeys. Meetings with individuals should take place as openly as possible and always with the full knowledge of another responsible person
- Not make any unnecessary physical contact. If you accidentally hurt a child, young person or vulnerable adult, or cause distress in any way, report the incident as soon as possible. Parents/carers should also be informed of the occurrence
- The welfare of the child, young person or vulnerable adult is paramount.
- Those providing services for young people should have a procedure for handling child protection allegations consistent with current practice.
- All children without exception have the right to protection from abuse regardless of gender, ethnicity, disability, sexuality or beliefs
- No child or group of children must be treated any less favourably than others in being able to access services which meet their particular needs
- All allegations should be taken seriously and treated in accordance with child protection procedures.

3. Safeguarding and Legal Responsibilities

BTB will ensure all personnel including employees, volunteers, associates and subcontractors understand and comply with both the law and good practice with regard to Safeguarding (Protection of Children Act 1999 and the Protection of Children (Scotland) Act 2003) and Preventing Policy for learners who may be on a 14 plus qualification pathway.

We will ensure the necessary steps are taken to ensure all employees, Instructors, Assessors, sub-contractors etc are checked via the DBS disclosure and barring service if they are training young people (under 18) and or vulnerable adults.

Any personnel who are in contact with a child or vulnerable adult are made aware of time alone with and must be kept to an absolute minimum. Any personnel who have any doubt, concerns or are made aware of any instance of abuse of a child, young person or vulnerable adult has a duty of reporting it immediately and appropriately.

BTB is committed to safeguarding and promoting the welfare of children and vulnerable adults and as such carries out quality assurance activity to ensure the needs of learners undertaking

any training or assessment have been adequately reviewed. Safeguarding responsibilities are formalised through a signed contract/agreement.

The Designated Safeguarding Lead (DSL) for BTB is Mr. Philip Johnson.

4. Training / Assessment Suitability

Under the Equality Act 2010 unless minimum age is specified in legislation you cannot discriminate based upon age alone (age is a protected characteristic).

Where courses or qualifications are offered to those defined as children or young people a full and detailed risk assessment is carried out that incorporates the immaturity of learners including factors such as physical size and weight and lack of awareness of dangers.

Pre-course screening must also take place to ensure suitability for the course and appropriate supervision should be provided throughout. We will also consider whether the instructor: Learner ratio needs to be reviewed and whether equipment needs to be modified at any stage during the course.

To minimise opportunities for children, young persons or vulnerable adults to suffer harm of any kind whilst participating in any training or assessment activity and ensure that all learners are given full information about the course programme or qualification assessment and the supervision arrangements (including ratio of the number of instructors to learners).

For more detailed guidance the HSE published an Approved Code of Practice based upon the Prevention of Accidents to Children in Agriculture Regulations (1998) and a leaflet Preventing accidents to children of farms. http://www.hse.gov.uk/pubns/indg472.htm

5. Reporting and Record Keeping

BTB will ensure all requests for reasonable adjustments are documented and any records of instances or allegations are kept for audit and review. We will take appropriate action if there is any suspicion that anyone is physically, emotionally or sexually abusing a child, young person or vulnerable adult. Any safeguarding concern must be reported immediately to the

Designated Safeguarding Lead, who will determine whether escalation to statutory services is required. Report any evidence or reasonable suspicion that a child, young person or vulnerable adult has been physically, emotionally or sexually abused to the people or agencies whose role is to protect them (e.g. parents, police, DBS, social services). All reports are treated with the strictest confidence.

It is the responsibility of safeguarding and child protection experts to determine whether or not abuse has taken place, but BTB will ensure anyone who comes into contact with a child, young person or vulnerable adult to take responsibility to act appropriately and report concerns.

For further information see:

http://www.education.gov.uk/childrenandyoungpeople/safeguardingchildren
https://www.gov.uk/government/organisations/disclosure-and-barring-service/about
www.childreninscotland,org.uk
http://www.safeguardingni.org/
http://www.gov.ie/

This policy is reviewed regularly and updated annually or as and when required.