

Safeguarding and Child Protection Policy	
<b>Policy owners</b>	This should be read and carried out by all staff and is owned by the Premier Education Group (PEG) Head of HR and Facilities as part of the Premier Education Groups Central Services Team.
<b>Policy Aim</b>	<p>PEG and its subsidiaries fully recognise the responsibility it has regarding safeguarding and promoting the welfare of children. This policy and associated subsidiary policies set out how the organisation will meet these responsibilities.</p> <p>All staff have an important role to play in noticing indicators of possible abuse or neglect through their contact with children. It is important that all staff know what to do if they have any concerns. Staff will create and maintain an ethos where children are encouraged to talk and are listened to. They will have an awareness of the indicators of abuse and always take any concerns seriously.</p> <p>This policy and associated subsidiary policies will give clear direction to staff, volunteers, visitors and parents about the expected behaviour and our legal responsibility to safeguard and promote the welfare of all children at our organisation.</p>
<b>Policy Introduction</b>	<p>PEG and its subsidiaries fully recognise the contribution it can make to protecting children from harm and supporting and promoting the welfare of all children.</p> <p>The elements of our policies are prevention, protection and support</p> <p>Our policies apply to all children, volunteers, visitors and staff.</p> <p>A child is someone under the age of 18 years old.</p> <p>Safeguarding and Promoting Children’s Welfare</p> <p>Throughout this policy, safeguarding and promoting the welfare of children is defined as</p> <ul style="list-style-type: none"> <li>• Protecting children from maltreatment;</li> <li>• Preventing impairment of children's health or development;</li> <li>• Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and</li> <li>• Taking action to enable all children to have the best life chances.</li> </ul>

	<p>Child Protection Child protection is part of safeguarding and promoting welfare. This refers to the activity that is undertaken to protect specific children who are suffering or likely to suffer Significant Harm.</p> <p>Effective child protection is essential as part of wider work to safeguard and promote the welfare of children. However, all agencies and individuals should aim pro-actively to safeguard and promote the welfare of children so that the need for action to protect children from harm is reduced.</p> <p>Principles Underpinning all Work to Safeguard and Promote the Welfare of Children PEG and all managers, employees, professionals, volunteers, independent contractors and service providers is committed to ensure that their practice reflects an approach which believes that:</p> <ul style="list-style-type: none"> <li>•All children/young people have the right to be protected from harm;</li> <li>•Children/young people need to be safe and to feel safe in school;</li> <li>•Children/young people need support which matches their individual needs, including those who may have experienced abuse;</li> <li>•All children/young people have the right to speak freely and voice their values and beliefs;</li> <li>•All children/young people must be encouraged to respect each other’s values and support each other;</li> <li>•All children/young people have the right to be supported to meet their emotional, and social needs as well as their educational needs – a happy healthy sociable child/young person will achieve better educationally;</li> <li>•Schools can and do contribute to the prevention of abuse, victimisation, bullying, exploitation, extreme behaviours, discriminatory views and risk-taking behaviours; and</li> <li>•All staff and visitors have an important role to play in safeguarding children and protecting them from abuse.</li> </ul> <p>Recognition of Significant Harm The Definition of Significant Harm: The Children Act 1989 introduced the concept of</p>
<b>Our Ethos</b>	<p>PEG, its subsidiaries and franchises will establish and maintain an ethos where our children feel secure, are encouraged to talk, are listened to and are safe. Children will be able to talk freely to any member of staff, volunteer or regular visitor to our organisation if they are worried or concerned about something listened to and are safe. Children will be able to talk freely to any member of staff, volunteer or regular visitor to our organisation if they are worried or concerned about something</p>

	<p>All staff, volunteers and regular visitors will, either through training or induction, know how to recognise a disclosure from a child and will know how to manage this. We will not make promises to any child and we will not keep secrets.</p> <p>Every child will know what the adult will do with whatever they have been told. We will provide activities and opportunities that will equip our children with the skills they need to stay safe.</p> <p>At all time we will work in partnership and try to establish effective working relationships with parents, carers and colleagues from other agencies and organisations.</p> <p>Key Principles: These are our key principles of safeguarding:</p> <ul style="list-style-type: none"> <li>•Always see the child first.</li> <li>•Never do nothing.</li> <li>•Do with, not to, others.</li> <li>•Do the simple things better.</li> <li>•Have conversations, build relationships.</li> <li>•Outcomes not outputs.</li> </ul>
<p><b>General Procedures at Head Office</b></p>	<p>When new staff, volunteers or regular visitors join our organisation they will be informed of the safeguarding arrangement in place. They will be given a copy of our organisation’s safeguarding policy and told who our relevant Designated Safeguarding Officers for Safeguarding are. They will also be shown the recording format, given information on how to complete it and who to pass it to.</p> <p>Every new member of staff or volunteer will have an induction period of 3 months that will include essential safeguarding information. This programme will include safeguarding training through the Safer Programme relating to signs and symptoms of abuse, how to manage a disclosure from a child, how to record and issues of confidentiality. The induction will also remind staff and volunteers of their responsibility to safeguard all children and the remit of the role of the Designated Safeguarding Officer.</p> <p>All staff and volunteers will be asked to read this policy yearly after it has been reviewed and updated if necessary. They will sign to say they have read and understood the policy.</p>

	<p>We will display the reporting and referral flowchart within our operating offices.</p> <p>All regular visitors and volunteers to our organisation will be told where our policy is kept, they will be given a set of safeguarding procedures, they will be told who our Designated Safeguarding Officer and alternate staff members are and what the recording and reporting system is.</p>
<p><b>Training and staff development</b></p>	<p>Every member of staff will undertake appropriate safeguarding training as part of their induction and this will be updated or renewed through Safer Programme or NSCB every two/three years.</p> <p>We actively encourage all PEG staff to keep up to date with the most recent local and national safeguarding advice and guidance. This can be accessed via <a href="http://www.norfolkscb.org">www.norfolkscb.org</a>. Premier Education Group, its subsidiaries and franchises will provide opportunity within regular team meetings where they can discuss any safeguarding concerns, queries, training and development needs as well as updates in legislation.</p> <p>The Designated Safeguarding Officer should be used as a first point of contact for concerns and queries regarding any safeguarding concerns in our organisation and should take responsibility for any changes in legislation that staff need to be made aware of.</p>
<p><b>Safer Staff and Volunteers</b></p>	<p>All adults who come into contact with our children have a duty of care to safeguarding and promote their welfare. There is a legal duty placed upon us to ensure that all adults who work with or on behalf of our children are competent, confident and safe to do so.</p> <p>We ensure we adhere to the principles of <b>Safer Recruitment</b> as per our policy and also the guidance from Norfolk Safeguarding Children Board.</p> <p>We ensure that we:</p> <ul style="list-style-type: none"> <li>•Carefully consider the job description and person specification</li> <li>•Circulate all vacancies widely</li> <li>•Prepare an information pack</li> <li>•Ask for a written application form</li> <li>•Define our selection criteria</li> <li>•Ask for a written declaration with regards to criminal convictions, spent or otherwise</li> <li>•Ask for identification</li> </ul>

- Ask for originals of any qualifications
- Conduct interviews with at least two people present
- Ask for at least two references, including the last employer
- Gain enhanced DBS checks where current Government guidance requires us to
- Organise a comprehensive induction period which includes familiarisation with our safeguarding policies, procedures and safeguarding training through the Safer Programme.

Our aim is to provide a safe and supportive environment which secures the well-being and very best outcomes for our children. We do recognise that sometimes the behaviour of adults may lead to an allegation of abuse being made.

Allegations sometimes arise from a differing understanding of the same event, but when they occur, they are distressing and difficult for all concerned. We also recognise that many allegations are genuine and there are some adults who deliberately seek to harm or abuse children.

We will take all possible steps to safeguard our children and to ensure that the adults in our organisation are safe to work with our children. We will always ensure that the Norfolk Safeguarding Children Board's procedures are followed.

All adults who come into contact with children will be made aware of the steps that will be taken if an allegation is made.

There are sensible steps that every adult should take in their daily professional conduct with children. This can be found in the NSCB Safer Programme Safer Working Practice (this guidance is on the NSCB website and also included in our procedures).

**If staff or volunteers have any suspicion that a child is being abused, they will report this to:**

The Head teacher or Designated Safeguarding Officer at the school the child attends; their Employer & inform a Premier Education Group Designated Safeguarding Officer on 01953 499040

**Premier Education Group will endeavour to safeguard children by:**

- Ensuring all staff hold an up to date safeguarding qualification
- All staff have a full DBS check conducted through Premier head office
- Share all policies and procedures with all who work on behalf of the organisation
- Ensure all personnel have attended prevent training

	<ul style="list-style-type: none"> <li>• Reporting concerns to the authorities</li> <li>• Carefully following procedures for recruitment and selection of staff</li> <li>• Provide effective updates for all staff, ensuring training is renewed and refreshed as appropriate</li> </ul>
<p><b>Safer Working Practice</b></p>	<p>PEG is committed to reviewing its Safeguarding &amp; Child Protection Policy and Codes of Practice at regular intervals. It is our policy that:</p> <ul style="list-style-type: none"> <li>•All staff working on behalf of PEG accept responsibility for the welfare of children who come into contact with Premier Education Group in connection with its tasks and functions, and that they will report any concerns about a child or somebody else’s behaviour, using the procedures laid down.</li> <li>•There are Designated Safeguarding Officers within Premier Education Group who will take action following any expression of concern and the lines of responsibility in respect of child protection are clear.</li> <li>•The Designated Safeguarding Officers know how to make appropriate referrals to child protection agencies.</li> <li>•All those who are involved with children on behalf of Premier Education Group should adhere to all policies and procedures and staff Code of Conduct.</li> <li>•Information relating to any allegation or disclosure will be clearly recorded as soon as possible and there is a procedure setting out who should record information and the timescales for passing it on.</li> <li>•Physical contact between adults and children should be kept to the minimum required. Younger children may need more physical contact than older children. Adults should avoid contact which could be misconstrued.</li> <li>•It is not permissible to transport children.</li> <li>•Staff should not make suggestive or inappropriate remarks to or about a child, even in fun, as this could be misinterpreted.</li> <li>•The Children Act 1989 states that the “welfare of the child is paramount”. This means that considerations of confidentiality which might apply to other situations should not be allowed to override the right of children to be protected from harm. However, every effort should be made to ensure that confidentiality is maintained for all concerned when an allegation has been made and is being investigated.</li> <li>•Premier Education Group’s Safeguarding &amp; Child Protection Policy will be referred to or included in recruitment, training, moderation and policy materials where appropriate, and the policies are openly and widely available to staff and actively promoted within the organisation.</li> <li>•It is important not to deter children from making a ‘disclosure’ of abuse through fear of not being believed, and to listen to what they have to say. It is important to follow Premier Education Group’s procedure for reporting concerns, and never attempt to investigate the concerns personally.</li> <li>•Accept that abuse of children can happen at any age (even from other children), gender, ethnic background or class, and not to allow personal preconceptions about people to prevent appropriate action taking place.</li> </ul>

	<p>A culture of mutual respect between children and those who represent Premier Education Group in all its activities will be encouraged, with adults modelling good practice in this context.</p> <ul style="list-style-type: none"> <li>• All staff, and anyone in paid or unpaid work on behalf of Premier Education Group, with unsupervised access to children, will be checked appropriately. For coaches this will happen every time recruitment takes place.</li> <li>• It is part of Premier Education Group’s acceptance of its responsibility of duty of care towards children that anybody who encounters child protection concerns in</li> </ul>
<p><b>Records, information sharing and Confidentiality</b></p>	<p>In general, all personal information will be treated as confidential.</p> <p>As the welfare of the child is always the priority, confidential information may be disclosed to Children’s Services or the Police if a child’s health and welfare needs protecting, or when a crime has, or may be, committed.</p> <p>health and welfare needs protecting, or when a crime has, or may be, committed.</p> <p>Any information recorded will be kept in a separate named file, in a secure cabinet. These files will be the responsibility of the Designated Safeguarding Officer and information will only be shared within the organisation on a need to know basis for the protection of the child. All information relating to the child will be shared with the Designated Officer and/or Headteacher within the school of which they attend.</p> <p>Any safeguarding information will be kept in the file and will be added to. Copies of referrals will be stored in the file.</p> <p>Reports of a concern to the Designated Safeguarding Officer must be made in writing and signed and dated by the person with the concern.</p> <p>Service Level Agreements with all schools’ requests that any relevant concerns they have regarding the welfare or safety of any child which our staff and/or organisation works with, gets passed on and shared with the relevant PEG Designated Safeguarding Lead. Equally, PEG reserve the right to follow up any referrals ourselves if we feel the school have not acted upon any concerns.</p>
<p><b>Roles and Responsibilities</b></p>	<p>Roles and Responsibilities of the Designated Safeguarding Officer:</p>

PEG has multiple appointed Designated Safeguarding Officers who are responsible for dealing with any concerns about the protection of children locally within their area of the Group. This process is overseen by the Safeguarding Committee and its Designated Safeguarding Officers who can be contacted at PEG HQ on 01953 499040.

The role of the designated person(s) is to:

- Know which outside child protection agency to contact in the event of a child protection concern coming to the notice of Premier Education Group
- Provide information and advice on child protection within Premier Education Group
- Ensure that appropriate information is available at the time of referral and that the referral is confirmed in writing under confidential cover
- Liaise with local social services and other agencies as appropriate
- Keep relevant people within Premier Education Group informed about any action taken and any further action required; for example, disciplinary action against a member of staff
- Ensure that a proper record is kept of any referral and action taken, and that this is kept safely and in confidence
- Advise Premier Education Group of child protection training needs
- Liaise with the National Society for the Prevention of Cruelty to Children (NSPCC) to review the operation of the Child Protection Policy regularly to ensure the procedures are working and that it complies with current best practice.

Any concerns for a child safety or welfare will be recorded in writing and given to the Designated Safeguarding Officer who will be responsible for ensuring that all staff members and volunteers are aware of our policy and the procedure they need to follow.

The Designated Safeguarding Officer will ensure that all staff, volunteers and regular/repeat visitors have received appropriate Safeguarding information during induction and have been trained by the Safer Programme.

The Designated Safeguarding Officer will ensure that our safeguarding policy is in place and is reviewed annually. The content of our policy has been written following consultation with the Safer Programme.

At all times the Designated Safeguarding Officer will ensure that safer recruitment practices are followed.

PEG, its subsidiaries and franchises undertake to remedy without delay any weakness regarding our safeguarding arrangements that are brought to their attention.



## Procedures for Handling Disclosures

A child may decide to disclose information that may indicate they are suffering from abuse or neglect. A child chooses to speak to an adult because they feel that they will listen and that they can trust them. The adult needs to listen to what the child has to say and be very careful not to 'lead' the child or influence in any way what they say. If a child discloses that she/he has been abused, staff cannot promise to the child that this will be kept a secret. All staff who have unsupervised access to or contact with children are required to:

- Recognise and accept their responsibilities
- Develop awareness of the issues which can cause children harm
- Stay calm
- Listen and be supportive
- Not ask any leading questions, interrogate the child, or put ideas in the child's head, or jump to conclusions
- Not stop or interrupt a child who is recalling significant events
- Never promise the child confidentiality – it must be explained that information will need to be passed on to help keep them safe
- Avoid criticising the alleged perpetrator
- Tell the child what must be done next (the safeguarding process must be followed)
- Record what was said immediately as close to what was said as possible. Also record what was happening immediately before the child disclosed. Be sure to sign and date the record in ink
- Contact the Designated Safeguarding Lead within the school and at PEG immediately
- Document all that has happened using an incident report form
- Seek support PEG, its subsidiaries and franchises, are clear that the Local Authority and Police must lead any investigation into any allegation regarding safeguarding.

Process will include:

- If we have a concern about a child or children, we will telephone the Children's Advice and Duty Service (CADS) on 0344 800 8021 immediately, we will be put through to a Social Worker who will take all of the relevant details.
- We will make sure we are prepared with full details of the child and family, plus what our concerns are, details of any support we have provided to the child/family and what we would like to happen.

	<ul style="list-style-type: none"> <li>• We will ensure we gain consent from the parent/carer unless to do so would place the child at further risk or harm or undermine a criminal investigation. If we have not sought consent from the parent/carer we will inform the CADS worker of this and the reason for this.</li> <li>• The CADS worker will agree a way forward with us and keep us informed. They will send us a written record of our conversation within 5 working days.</li> <li>• The outcomes could include a full referral to the Multi Agency Safeguarding Hub (MASH) for further investigation, the Police, or for work with Early Help.</li> <li>• We will not investigate and will be led by the Local Authority and/or the Police.</li> <li>• We will make careful records of all conversations, in ink, including the dates and times of who we spoke to, the information shared, and the action agreed. We do not need to send a written referral.</li> </ul> <p>Full details on this process can be found at <a href="http://www.norfolkscb.org">www.norfolkscb.org</a> under 'How to Raise a Concern', which Premier Education Group will follow.</p> <p>We understand if we are unhappy about a decision made by CADS or MASH, we can use the Resolving Professional Disagreements policy on <a href="http://www.norfolkscb.org">www.norfolkscb.org</a> and contact the Safer Programme for more advice on this process.</p> <p>We will contact CADS immediately if we have concerns, it is important we do not delay.</p>
<p><b>Working Together 2018</b></p>	<p>What is abuse and neglect? A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults, or another child or children.</p> <p><b>Physical abuse:</b> A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.</p> <p><b>Emotional abuse:</b> The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the</p>

needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

**Sexual abuse**

Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse Sexual abuse can take place online, and technology can be used to facilitate

**Neglect**

The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse.

**Once a child is born, neglect may involve a parent or carer failing to:**

- provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- protect a child from physical and emotional harm or danger;
- ensure adequate supervision (including the use of inadequate care-givers); or
- ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

**Abuse of Trust**

**Abuse of trust - The Sexual offences act 2003**

	<p>It is an offence for a person over 18 (e.g. teacher, sports coach, youth worker) to have a sexual relationship with a young person under 18 where that person is in a position of trust in respect of that young person even if the relationship is consensual. This applies where the young person is in full time education and the teacher/responsible adult works in the same establishment as the young person, even if he/she does not teach the young person.</p>
<p><b>Relevant Guidance and Legislation</b></p>	<ul style="list-style-type: none"> <li>• Keeping Children Safe in Education 2020</li> <li>• Working Together to Safeguard Children 2018</li> <li>• What to do if You're Worried a Child is Being Abused 2015</li> <li>• Children Act 2004</li> <li>• Children Act 1989</li> <li>• Framework for the Assessment of Children in Need and their Families</li> <li>• Norfolk Threshold Guide <a href="http://www.norfolkscb.org">www.norfolkscb.org</a></li> </ul>
<p><b>Other Relevant Policies</b></p>	<p>To underpin the values and ethos of our organisation and our intent to ensure our children/young people are appropriately safeguarded the following policies are also included under our safeguarding umbrella;</p> <ul style="list-style-type: none"> <li>Safer Recruitment</li> <li>Bullying</li> <li>Safer Working Practice</li> <li>Code of Conduct</li> <li>Confidentiality</li> <li>Health and Safety</li> <li>Whistle Blowing</li> <li>Complaints</li> <li>First Aid</li> </ul>
<p><b>Safer Recruitment and Selection Policy</b></p>	<p>Premier pays full regard to 'Keeping Children Safe in Education' (DfES 2014). Safer recruitment practice includes 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. It also includes undertaking interviews and undertaking appropriate checks through the Disclosure and Barring Service (DBS).</p> <p>All recruitment materials will include reference to the Premier's commitment to safeguarding and promoting the wellbeing of pupils.</p>

All recruiting managers and interview representatives will undertake Safer Recruitment training. HR employees will be involved in setting all staff / volunteer recruitment processes.

We will ensure we always adhere to:

**Defining Roles Clearly**

We will consider all job description and person specification tasks and skills necessary for the job or voluntary position and what kind of person is most suited to the job.

We will clearly define the role and agree this with relevant personnel – e.g. directors, HR, committee members

**Recruitment publicity**

We will circulate all vacancies widely, for example, using social media platforms, job search websites and local/national advertising agencies or forums.

We will ensure any advert contains a commitment to safer recruitment and safeguarding children.

**Information material**

We will make available suitable information material for the candidate worker or volunteer and ensure it contains all necessary information about the organisation, role, recruitment timetable, safeguarding policy and an application form.

**Written application form**

We will insist, for roles directly working with children, on a written application form. This should include personal details such as name, past names, past and current work/volunteering experience and details of qualifications.

It will also include explanation of all gaps in employment. Applicants should also provide current and recent addresses for the last 5 years.

**Selection criteria**

We will determine how the person should behave with children and what attitudes we want to see.

We will develop a list of essential and desirable qualifications, skills and experience and select applicants against this.

**Written declaration**

We will remind applicants that posts involving working with children are exempt from the Rehabilitation of Offenders Act.

We will ask for a statement in writing that they have no past or current convictions, cautions or bind-overs and no pending court cases.

We will ask for photographic documentation to confirm identity, such a passport or driving license, and, for example, a utility bill that contains their address.

#### **Qualifications**

We will see the original documents of any qualifications

#### **Interview**

We will interview face to face, with at least two representatives from the group or organisation.

We will discuss with the applicant information contained in their application form and explore their attitudes towards working with children. This also provides an opportunity to discuss our child protection policy and to ensure that the applicant has the ability and commitment to meet the standards required.

We will talk about the application including:

- Areas in which you want to know more details
- Gaps in employment history
- Vague statements or unfamiliar qualifications
- Frequent changes of employment
- What their motives are for wanting to work with children

#### **References**

Two written references must be obtained, where possible to include current or most recent employer.

#### **DBS Checks**

We will always gain enhanced DBS disclosures as appropriate to the role.

When the results of the DBS check and all recruitment checks have been completed and we are satisfied the applicant is suitable for the role we will allow the staff member or volunteer to have contact with children.

#### **Induction and Probationary Period**

We will ensure volunteers or workers receive a comprehensive induction, in line with our Induction Policy.

We expect a normal probationary period to be 6 months, during which time the volunteer or worker will regularly work under the supervision of a more experienced worker, such as management.

Training on Child Protection and Safeguarding Children will be given within 3 months.

If there are concerns during the probationary period, the volunteer or staff member will not be offered a permanent position.

Any concerns related to suitability to work with children will be passed onto the Local Authority Designated Officers (LADO) as per our Procedure for managing disclosures/allegations.

## Safeguarding children who are vulnerable to extremism

### Safeguarding Children who are vulnerable to extremism

- Since 2010, when the Government published the Prevent Strategy, there has been an awareness of the specific need to safeguard children, young people and families from violent extremism. There have been several occasions nationally in which extremist groups have attempted to radicalise vulnerable children and young people to hold extreme views including views justifying political, religious, sexist or racist violence, or to steer them into a rigid and narrow ideology that is intolerant of diversity and leaves them vulnerable to future radicalisation.

- Premier values freedom of speech and the expression of beliefs / ideology as fundamental rights underpinning our society's values. Both pupils/students and teachers have the right to speak freely and voice their opinions. However, freedom comes with responsibility and free speech that is designed to manipulate the vulnerable or that leads to violence and harm of others goes against the moral principles in which freedom of speech is valued. Free speech is not an unqualified privilege; it is subject to laws and policies governing equality, human rights, community safety and community cohesion.

The current threat from terrorism in the United Kingdom may include the exploitation of vulnerable people, to involve them in terrorism or in activity in support of terrorism. The normalisation of extreme views may also make children and young people vulnerable to future manipulation and exploitation. Premier is clear that this exploitation and radicalisation should be viewed as a safeguarding concern.

- Definitions of radicalisation and extremism, and indicators of vulnerability to radicalisation are below.

- Premier seeks to protect children and young people against the messages of all violent extremism including, but not restricted to, those linked to Islamist ideology, or to Far Right / Neo Nazi / White Supremacist ideology, Irish Nationalist and Loyalist paramilitary groups, and extremist Animal Rights movements.

#### **Risk reduction**

- The school governors, the Head Teacher/Principal and the school Designated Safeguarding Lead should assess the level of risk within the school and help Premier put actions in place to reduce that risk. Risk assessment may be shared with Premier which includes consideration of the school's RE curriculum, SEND policy, assembly policy, the use of school premises by external agencies, integration of pupils by gender and SEN, anti-bullying policy and other issues specific to the school's profile, community and philosophy.

#### **Response**

- Premier is required to have a contact for the schools Prevent Single Point of Contact (SPOC) who will be the lead within the organisation for safeguarding in relation to protecting individuals from radicalisation and involvement in terrorism: this will normally be the Designated Safeguarding Lead.

- When any member of staff has concerns that a pupil may be at risk of radicalisation or involvement in terrorism, they should speak with the school SPOC and to the school Designated Safeguarding Lead if this is not the same person.

• Numerous factors can contribute to and influence the range of behaviours that are defined as violent extremism, but most young people do not become involved in extremist action. For this reason, the appropriate interventions in any particular case may not have any specific connection to the threat of radicalisation, for example they may address mental health, relationship or drug/alcohol issues.

#### **Indicators of Vulnerability to Radicalisation**

- Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism.
- Extremism is defined by the Government in the Prevent Strategy as: Vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas.
- Extremism is defined by the Crown Prosecution Service as:

The demonstration of unacceptable behaviour by using any means or medium to express views which:

- Encourage, justify or glorify terrorist violence in furtherance of particular beliefs;
- Seek to provoke others to terrorist acts;
- Encourage other serious criminal activity or seek to provoke others to serious criminal acts; or
- Foster hatred which might lead to inter-community violence in the UK.

There is no such thing as a “typical extremist”: those who become involved in extremist actions come from a range of backgrounds and experiences, and most individuals, even those who hold radical views, do not become involved in violent extremist activity. Pupils may become susceptible to radicalisation through a range of social, personal and environmental factors - it is known that violent extremists exploit vulnerabilities in individuals to drive a wedge between them and their families and communities. It is vital that school staff are able to recognise those vulnerabilities.

#### **Indicators of vulnerability include:**

- Identity Crisis – the student / pupil is distanced from their cultural / religious heritage and experiences discomfort about their place in society;
- Personal Crisis – the student / pupil may be experiencing family tensions; a sense of isolation; and low self-esteem; they may have dissociated from their existing friendship group and become involved with a new and different group of friends; they may be searching for answers to questions about identity, faith and belonging;



	<ul style="list-style-type: none"> <li>• Personal Circumstances – migration; local community tensions; and events affecting the student / pupil’s country or region of origin may contribute to a sense of grievance that is triggered by personal experience of racism or discrimination or aspects of Government policy;</li> <li>• Unmet Aspirations – the student / pupil may have perceptions of injustice; a feeling of failure; rejection of civic life;</li> <li>• Experiences of Criminality – which may include involvement with criminal groups, imprisonment, and poor resettlement / reintegration;</li> <li>• Special Educational Need – students / pupils may experience difficulties with social interaction, empathy with others, understanding the consequences of their actions and awareness of the motivations of others.</li> </ul> <p>However, this list is not exhaustive, nor does it mean that all young people experiencing the above are at risk of radicalisation for the purposes of violent extremism.</p> <p>More critical risk factors could include:</p> <ul style="list-style-type: none"> <li>• Being in contact with extremist recruiters;</li> <li>• Accessing violent extremist websites, especially those with a social networking element;</li> <li>• Possessing or accessing violent extremist literature;</li> <li>• Using extremist narratives and a global ideology to explain personal disadvantage;</li> <li>• Justifying the use of violence to solve societal issues;</li> <li>• Joining or seeking to join extremist organisations; and</li> <li>• Significant changes to appearance and / or behaviour;</li> <li>• Experiencing a high level of social isolation resulting in issues of identity crisis and / or personal crisis.</li> </ul>
<p><b>Safeguarding children who are vulnerable to exploitation, forced marriage, female genital mutilation or trafficking</b></p>	<ul style="list-style-type: none"> <li>• Our safeguarding policy above through Premier’s values, ethos and behaviour policies provides the basic platform to ensure children and young people are given the support to respect themselves and others, stand up for themselves and protect each other.</li> <li>• Premier keeps itself up to date on the latest advice and guidance provided to assist in addressing specific vulnerabilities and forms of exploitation.</li> <li>• Our staff are supported to recognise warning signs and symptoms in relation to specific issues, include such issues in an age appropriate way.</li> <li>• Our staff are supported to talk to families about sensitive concerns in relation to their children and to find ways to address them together wherever possible.</li> <li>• Our Designated Safeguarding Lead knows where to seek and get advice as necessary.</li> </ul>

## Protection of Vulnerable Adults

### Protection of Vulnerable Adults

- The aim of this section is to ensure the safety of vulnerable adults by outlining clear procedures and ensuring that all staff members are clear about their responsibilities.
- The characteristics of adult abuse can take a number of forms and cause victims to suffer pain, fear and distress reaching well beyond the time of the actual incident(s). Victims may be too afraid or embarrassed to raise any complaint. They may be reluctant to discuss their concerns with other people or unsure who to trust or approach with their worries. There may be some situations where victims are unaware that they are being abused or have difficulty in communicating this information to others.

This policy recognises the following principles:

- It is every adult's right to live in safety and to be free from abuse or fear of abuse from others.
- It is every adult's right to live an independent life based on 'self-determination' and personal choice.
- It is the responsibility of Premier Education Group to actively work to help prevent the abuse of vulnerable adults. This will be achieved by raising awareness, empowering people to make their own decisions and putting safeguards in place.
- When a situation is discovered in which a vulnerable adult reports, or is thought to be at risk of abuse, then Premier Education Group will react quickly in a co-ordinated manner to help them to overcome these difficulties.
- Premier Education Group recognises that people are discriminated against on the basis of race, culture, gender, age, disability or sexual orientation. We are committed to working with vulnerable adults in a positive manner that values them as individuals.

### Definitions

The law recognises a vulnerable adult to be:

"A person aged 18 or over who, or may be, in need of community care services or is resident in a continuing care facility by reason of mental or physical disability, age or illness, or who is, or may be, unable to care for him or herself or unable to protect him or herself against significant harm or exploitation."

This may, for example, include a person who:

- Is a substance mis-user
- Is elderly and frail
- Is a prisoner
- Is an ex-prisoner
- Has a mental illness including dementia
- Has a physical or sensory disability
- Has a learning disability

- Has a severe physical illness
- Is homeless

Abuse is a violation of an individual's human and civil rights by any other person or persons. It can take a number of forms:

- Physical abuse e.g. hitting, pushing, shaking, inappropriate restraint, force-feeding, forcible administration of medication, neglect or abandonment
- Sexual abuse e.g. involvement in any sexual activity against his/her will, exposure to pornography, voyeurism and exhibitionism
- Emotional/psychological abuse e.g. intimidation or humiliation
- Financial abuse e.g. theft or exerting improper pressure to sign over money from pensions or savings etc.
- Neglect or acts of omission e.g. being left in wet or soiled clothing, or malnutrition
- Discriminatory abuse e.g. racial, sexual or religious harassment
- Personal exploitation – involves denying an individual his/her rights or forcing him/her to perform tasks that are against his/her will
- Violation of rights e.g. preventing an individual speaking his/her thoughts and opinions
- Institutional abuse e.g. failure to provide a choice of meals or failure to ensure privacy or dignity

#### **Reporting Procedures**

- If an allegation or suspicion of abuse is discovered by a member of staff or a volunteer, then they should inform the Group Designated Safeguarding Officer as soon as possible and follow this up with a written report (see below). The DSO will inform PEG Chief Executive Officer (CEO) immediately.
- The CEO and DSO should then carry out a risk assessment and, if appropriate, inform Social Services. If there is any doubt about whether or not to report an issue to Social Services, then it should be reported.
- In emergency situations (e.g. where there is the risk or occurrence of severe physical injury), where immediate action is needed to safeguard the health or safety of the individual or anyone else who may be at risk, the emergency services must be contacted.
- Where a crime is taking place, has just occurred, or is suspected, the police must be contacted immediately.
- All members of staff have a responsibility to be aware of this policy and to report any suspicions that they might have concerning adult abuse. The written report should detail precise facts, not opinions, and give a clear account of what happened (or is happening). On completion, the report should be signed, dated and timed (or, if emailed, encrypted before sending).

#### **Allegation Against Premier Education Group Staff**

- Staff themselves may also be the subject of an allegation of abuse. While support will be offered, Premier Education Group will ensure that Social Services and the Police are given full support in pursuing any investigation. Suspension and/or discipline may be implemented.

	<p><b>Investigation</b> Whether or not Social Services need to be informed, an internal investigation should be carried out by a DSO and/or CEO</p>
<p><b>Useful Contacts</b></p>	<p><b>Children’s Services 24 hours 0344 800 8020</b>  <b>Children’s Advice and Duty Service.....0344 800 8021</b>  <b>Norfolk Police101</b>  <b>In an emergency 999</b>  <b>Local Authority Designated Officers (LADO) Team .....01603 223473</b>  <b>Norfolk Safeguarding Children Board (NSCB) <a href="http://www.norfolkscb.org">www.norfolkscb.org</a></b>  <b>Safer Programme01603 228966</b></p>
<p><b>Named Designated Safeguarding Officer</b></p>	<p><b>The following designated staff are in post:</b>  <b>Group Designated Safeguarding Officer</b>    <b>Kevin Holland, Head of Child Journey .....01953 499040</b>  <b>Amy Burdett, Head of HR and Facilities .....01953 499040</b></p>