

SAFEGUARDING POLICY

Key Terms

- “Safeguarding” is the process of protecting vulnerable people, whether from crime or other forms of abuse.
- “Vulnerable adult” means any person aged 18 or over who is or may be in need of community care services by reason of mental or other disability, age or illness and is or may be unable to take care of themselves, or unable to protect themselves against significant harm or exploitation.
 - “The Centre”- ESOL CENTRE UK LTD
 - “Users’- all registered users interacting with the Centre’s website

All staff, volunteers, sub-contract partners and students should feel able to raise concerns about poor or unsafe practice and potential failures within the Centre’s safeguarding policies and procedures.

Policy Aims

This policy aims to:

- Ensure appropriate action is taken to the safeguarding of all students, staff and all involved in the provision of the Centre’s services.
- Raise awareness regarding issues vulnerable adults may be faced with; and,
- Indicate action to be taken in certain circumstances.

The Safeguarding Policy applies to all staff, students and contracted staff, whether they work or study remotely (e.g. home working), classroom or other designated areas. Students who are at risk of and/or likely to suffer significant harm are identified, and appropriate action is taken. This includes the risk of radicalisation

Responsibilities and Due care

All staff are expected to:

- Be aware of the Centre’s Safeguarding Policy, share our commitment to safeguarding and promoting the welfare of students and vulnerable adults.
- Be aware that technology is a significant component in many safeguarding and wellbeing issues. The Centre has a student forum moderator who ensures that group access areas are monitored and moderated.
- Report any concerns about safety and wellbeing to the contacts below.

The Director will:

- Ensure monitoring and moderation are applied while users interact with the Centre's e-platform.
- Facilitate recordings of live sessions to monitor the quality of the service and safety of all users
- Ensure appropriate action is taken to the safeguarding of all students
- Carry out appropriate checks on applicants to the Centre, including CRB / DBS checks at the correct level.
- Apply recruitment practices in checking the suitability of staff, freelancers, agency workers and volunteers to work with or in proximity to students.
- Ensure that safeguarding policies and practices are included in the staff induction
- Manage the progress of allegations against staff and agency workers, liaising with other agencies as required.
- Ensure all staff employed or contracted by the centre are safeguarded against abuse.

Sharing and Confidentiality

The Centre is obliged to work and share information with external agencies charged with the protection of young people and vulnerable adults. All data will be processed in accordance with our Data Protection Policy.

This policy is reviewed annually.

Contacts:

Student Services support@esolcentre.uk

Director: nadia@esolcentre.uk