

## **Safeguarding Policy & Procedure**

All Electrical Training Ltd (AET) acknowledges its responsibility to safeguard the welfare of all adults involved in any capacity within the company from harm.

AET is committed to complying with the The Safeguarding Vulnerable Groups Act (2006).

In relation to young people, safeguarding and promoting their welfare is defined as:

- protecting children from maltreatment
- preventing impairment of children's health or development
- ensuring that children and young people are growing up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children and young people to have the best outcomes.

In relation to adults, there is a different legislative and policy base for responding to their safeguarding needs. However, most of the principles and procedures that apply are the same as those for safeguarding children and young people.

Safeguarding action may be needed to protect all learners regardless of age and their children if applicable from:

- physical abuse
- sexual abuse
- emotional abuse
- bullying, including online bullying and prejudice-based bullying
- racist, disability and homophobic or transphobic abuse
- gender-based violence/violence against women and girls
- radicalisation and/or extremist behaviour
- the impact of new technologies on sexual behaviour, e.g. sexting
- substance misuse
- domestic violence
- female genital mutilation
- forced marriage
- grooming behaviour (for personal, sexual or financial gain)
- poor parenting, particularly in relation to babies and young children
- neglect
- child sexual exploitation and trafficking
- teenage relationship abuse
- issues that may be specific to a local area or population, for example gang activity and youth violence
- fabricated or induced illness
- other issues not listed here but that pose a risk to adults and their children
- including self harming and suicidal behaviour.

Safeguarding is not just about protecting learners from deliberate harm, neglect and failure to act. It relates to broader aspects of care and education, including:

- poor practice in the offer of care and support to learners and children
- learners' health and safety and well-being
- the use of reasonable force
- meeting the needs of learners and children with medical conditions
- providing first aid or intimate care
- emotional well-being
- online safety and associated issues
- appropriate arrangements to ensure learners' security, taking into account the local context.

AET recognises that all adults participating in AET training should do so in a safe, positive and enjoyable environment whilst at the same time being protected from abuse, neglect, harm and poor practice. AET recognises that this is the responsibility of everyone involved, in whatever capacity, within the company. AET will risk assess any learner declaring a disability or a learning difficulty before they commence on their training, to ensure their safety.

AET will not tolerate bullying and harassment of staff or learners. Any acts, which constitute bullying, or harassment, and any instances, or alleged instances, of such behaviour will be properly investigated and appropriate action, if necessary, will be taken.

The Safeguarding Officer is Colin Harris. The contact number is 01279 433361. If anyone witnesses or is aware of an incident where the welfare of a child or adult has been put at risk, they must in the first instance inform the Safeguarding Officer who will contact the police.

#### **For Learners:**

If you are a learner worried about something or are you worried about someone else? You can talk to our Safeguarding Officer at any time about any concerns you have e.g. bullying, abuse, depression, risk of radicalisation or anything else:

**Main Office – 01279 433321**

**Colin Harris (Designated Safeguarding Person)**

**Or you can contact:**

**Child Safeguarding Concern – 0300 123 4043**

**Vulnerable Adult Concern – 0300 123 4042**

**Police Non Emergency number – 101**

**Or 999 for emergencies**