

SAFEGUARDING POLICY

Audience:	Student
Requirement:	Essential
Policy Owner:	Director of Safeguarding
Review Delegation:	Corporation
Review Cycle:	Annual
Last Review:	October 2025
Due for Review:	October 2026

THIS POLICY HAS A NUMBER OF LINKED PROCEDURES - PLEASE CLICK [HERE](#) OR VISIT THE PROCEDURE SECTION ON THE INTRANET

SOUTH HAMPSHIRE COLLEGE GROUP SAFEGUARDING POLICY

1.0 Statement of Principles

1.1. As an education provider, South Hampshire college Group (SHCG) is fully committed to protecting and promoting the welfare of our students, establishing a 'whole college' approach to the safeguarding of children and vulnerable adults. The fundamental principles of this policy are based on legislation and a moral duty to safeguard the welfare of all receiving education and training via SHCG. This includes off-site and online students, those on work placement, or apprenticeships, excursions or trips. SHCG is committed to a student-centred approach, ensuring that the best interests of students are paramount in all decision-making and professional practice.

1.2. This Policy has been developed in line with:

Children Act 1989 & 2004

Education Act 2002

Working Together to Safeguard Children 2023

Keeping Children Safe in Education 2025

Counter-Terrorism and Security Act 2015 (Prevent Duty guidance 2023)

Hampshire Safeguarding Children Partnership procedures

1.3. Through this policy the SHCG aims to:

- Promote a positive culture of safeguarding, with a well-established 'whole college' approach to safeguarding.
- Ensure that safeguarding remains a priority and that safe working practices are in place across all settings (including offsite venues).
- The College will endeavour to prevent all forms of abuse, protecting young people and vulnerable adults at risk of harm by ensuring that the ethos and atmosphere of the College is conducive to a safe environment.
- Enable students, parents/carers and visitors feel supported and able to report safeguarding concerns to staff.
- Identify instances in which there are grounds for concern about a young person or vulnerable adults' welfare and take appropriate action to keep them safe from harm.
- Minimise the risks of impairment to students' health, well-being and development.

- Take action including making referrals where appropriate to enable all students to have the best outcomes.
- Ensure staff are confident and able to recognise, report, respond and support students who may be at risk of harm.
- Safer recruitment of staff, taking appropriate action to prevent unsuitable people working with our students and adults at risk.
- Promote safe practices and challenge poor and unsafe practice.
- The college remains vigilant around all concerns raised including low-level concerns.
- Maintaining an attitude of 'it could happen here'.

1.4. To achieve these aims, SHCG will:

- Annually review and approve this policy and procedures linked to it.
- Raise awareness of issues relating to the welfare of young people, vulnerable adults and the promotion of a safe environment for all to learn within the College Group.
- The College will ensure that all students are provided with appropriate information, advice and support to promote their safety and wellbeing, both within the college environment and in the wider community, including in online and offline contexts.
- Aid the early identification of young people and vulnerable adults at risk of harm and/or in need of additional support through the college's enrolment, reference and transition processes.
- Establish and embed robust and transparent procedures for reporting, reviewing and actioning concerns.
- Uphold a zero tolerance to any form of child-on-child abuse or bullying, using college policies to eradicate any form of unwanted behaviour.
- Work effectively with external agencies, ensuring practices are in line with legislation and statutory requirements.
- Ensure all staff receive regular and adequate training in relation to Child Protection, Safeguarding, online safety and Prevent through the completion of online training modules, compliance tracking embedded. DSL and deputies complete advanced training every two years.

- Ensure all staff annually read Keeping Children Safe in Education (KCSIE) Part 1 and annexe B as a minimum, completing the assessment. Compliance will be tracked.
- Update staff with legislative requirements and new safeguarding concerns that could impact the student body as required.
- Safer Recruitment of staff including establishing robust procedures for reporting and dealing with allegations of abuse against a member of staff. To Include the recording of low-level concerns.
- All new staff will receive a safeguarding induction.

2.0 Scope

Safeguarding is everybody's responsibility and, as such, this policy applies to:

- All staff, governors, visitors, volunteers and subcontractors working with the SHCG.
- All students, including full- time, part-time, HE, apprentices, students who study online or at any provider within our subcontracting network and those on work placement.

3.0 Detail

Equality Statement

3.1. Some children and or vulnerable adults are at increased risk of abuse, and additional barriers can exist for those in recognising or disclosing it. We are committed to anti-discriminatory practice and recognise people's diverse circumstances. We ensure that all of our students have the same protection, regardless of any barriers they may face. We give special consideration to those who:

- have special educational needs (SEN) or disabilities
- are young carers
- are misusing substances themselves
- are at risk of being radicalised or exploited
- are looked after, previously looked after, or privately fostered
- may experience discrimination due to their race, ethnicity, religion, gender identification or sexuality
- has a family member in prison, or is affected by parental offending

- are known to be living in difficult situations – for example, temporary accommodation or where there are issues such as substance abuse or domestic violence
- are at risk of ‘honour’-based abuse, Female Genital Mutilation or Forced Marriage
- are at risk of modern slavery, trafficking, sexual or criminal exploitation
- are frequently missing/goes missing from care or home
- are missing in education, persistently absent from education
- are showing signs of being drawn into anti-social or criminal behaviour, including gang involvement and association with organised crime groups.

Record Keeping and information sharing

- 3.2. South Hampshire College Group recognises the importance of identifying and tackling all forms of abuse and neglect and that sharing of information is vital in order to safeguard individuals at risk of harm.
- 3.3. Safeguarding records will be maintained in a secure and confidential manner, separate from general student records. Safeguarding concerns will be recorded and managed using the CPOMS system to ensure accuracy, consistency, and restricted access.
- 3.4. Confidentiality and trust should be maintained as far as possible. However, staff must be aware that they cannot promise confidentiality, which might result in the individual’s safety or others being compromised. Staff must be aware that they have a professional responsibility to share information with other relevant agencies in line with statutory guidance to safeguard individuals at risk of harm.
- 3.5. The SHCG will share our intention to refer a child to Children’s Social Care with their parents/carers unless to do so could put the child at greater risk of harm, impede a criminal investigation, if it is not possible to gain consent or it cannot be reasonably expected that we can gain consent.
- 3.6. The SHCG complies with current legislation, General Data Protection Regulations (GDPR) 2018, which allows for disclosure of personal data where this is necessary to protect the vital interests of a student or adult at risk.

Proactive/Contextual Safeguarding

- 3.7. The safeguarding of young people and vulnerable adults is of paramount importance to us at SHCG; we recognise that the College(s) may provide the only stability in the lives of children who have been

abused or who are at risk of harm.

- 3.8. The SHCG recognises that safeguarding incidents and/or behaviours can be associated with factors outside of college or can occur between children outside of college. All staff will consider the context within which such incidents or behaviours occur. 'contextual safeguarding' (where assessments of children consider whether wider environmental factors are present in a child's life that are a threat to their safety and/or welfare) will wherever possible, form part of the Groups approach.

PREVENT

- 3.9. South Hampshire College Group promotes and values openness, diversity and tolerance, facilitating free debate which is characteristic of being a British citizen. The college's approach is informed by the national strategy known as contest including four key elements of pursue, prevent, protect and prepare. SHCG takes its responsibilities in respect of PREVENT seriously, more information can be found in the Group's PREVENT policy.