

GNR Training Limited

Safeguarding Policy

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1. Introduction

1.1 This policy sets out the statutory requirements that apply to GNR Training to ensure the safeguarding of children, young people, and adults at risk of harm or abuse.

1.2 GNR Training considers that all its staff should be aware of the importance of protecting vulnerable children, young people and at-risk adults.

1.3 This policy sets out the collective and individual expectation for GNR Training staff to comply with legislation, codes of conduct and behaviours required as an employee of GNR Training. The policy describes the definitions of abuse for both children and adults; it sets out how employees should report such abuse and describes the inter-related Human Resources (HR) policies that should be read in conjunction with this policy.

2. Commitment and Values

2.1 GNR Training commit to provide line management support and opportunities for learning and development, to ensure that employees and students have the skills they need to perform their duties and to succeed in their role.

2.2 GNR Training expect the highest standards of excellence and professionalism in the people it employs, the education, training and development they receive, and in the leadership and management of the organisation.

2.3 GNR Training also has a statutory duty to safeguard and promote the welfare of children and young people, to protect adults at risk of abuse, and to support the Home Office Counter Terrorism strategy CONTEST, which includes a specific focus on PREVENT. Throughout this document, the phrase 'children, young people, and adults at risk' includes those vulnerable to violent extremism and radicalisation.

2.4 All staff carrying out the business of GNR Training need to be aware of the integrated agenda to support and protect vulnerable children, young people, and adults at risk.

2.5 The key legislative framework supporting this policy includes: The Children Act 1989, Human Rights Act 1998, Children Act 2004, Crime and Disorder Act (1998), Mental Capacity Act 2005, the Health and Social Care Act (2008), Care Act (2014), Care and Support Statutory Guidance (Chapter 14) and the Working together to Safeguard Children (2020).

2.6 Equality and diversity are important to GNR Training's values. Throughout the development of this document, we have given due regard to the need to eliminate discrimination, harassment, and victimisation, to advance equality of opportunity, and to foster good relations between people who share a relevant protected characteristic (as cited in the Equality Act 2010). The following have also been referenced in the development of this document: European Convention on Human Rights, the UN Convention on Rights of the Child and the UN Convention on Rights of Persons with Disabilities. This policy will not discriminate, either directly or indirectly, on the grounds of the nine protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief; sex; and sexual orientation).

3. Purpose

3.1 This policy sets out the key principles that all staff and workers working in GNR Training should be complying with in their safeguarding of children, young people, and adults at risk of harm or abuse.

4. Application and Scope

4.1 This policy applies to all employees and workers of GNR Training, including trainees, contractors, and temporary workers.

4.2 For ease of reference, all employees and workers who fall under these groups will be uniformly referred to as 'staff' in this document.

5. Objectives

5.1 In developing this policy, GNR Training recognise that safeguarding children, young people and adults at risk is a shared responsibility.

6. Accountability Structure for Safeguarding

6.1 GNR Training have a single operating model defining their purpose with governance, systems and processes, organisation structures and capabilities, culture, values, and behaviours.

6.2 The Head of Safeguarding is an experienced and qualified Social Worker and works to improve safeguarding practice.

6.3 The Head of Safeguarding is responsible to GNR Training's Board, for ensuring GNR Training's statutory complies with its specific duties under safeguarding legislation.

6.4 The Chairman of GNR Training supports the Head of Safeguarding in discharging these functions under the legislation and works with the Head of Safeguarding to ensure GNR Training make arrangements to safeguard children, young people and adults at risk.

6.5 The Chairman for GNR Training works with the Head of Safeguarding to ensure that safeguarding responsibilities are discharged; this post also works to ensure that the statutory safeguarding functions of GNR Training are properly executed, and that best practice is observed in both organisations.

7. Roles and Responsibilities

7.1 The Head of Safeguarding is responsible for providing overall assurance to the GNR Training Board on the effectiveness and quality of the safeguarding arrangements to ensure that GNR Training complies with its statutory duties and that best practice is observed throughout both organisations.

7.2 GNR Training will have an annual meeting to provide assurance that:

- GNR Training is working effectively to safeguard children and adults at risk of harm or abuse.
- GNR Training is meeting its specific safeguarding duties in relation to other activities it undertakes, such as public participation.

7.3 Employees of GNR Training have a responsibility to achieve and maintain the standards set out in this policy. They must therefore report any safeguarding concerns to their line manager and must co-operate with their managers in identifying development needs and acting on them.

7.4 Line managers must understand the safeguarding policy and the commitment of GNR Training, and help their staff maintain their training and awareness.

8. Training

8.1 GNR Training are committed to ensuring that all staff are effectively trained and expects them to be trained in child and adult safeguarding at a minimum of Level 1.

8.2 Staff are directed to iHasco for safeguarding training.

9. Safe Recruitment

9.1 Recruiting managers must ensure DBS check is completed before the applicant commences employment.

9.2 A staff member of GNR Training must be referred to the Disclosure and Barring Service if:

- they have been permanently removed from 'regulated activity' through dismissal or permanent transfer, or
- they would have been removed or transferred if they had not left, resigned, retired or been made redundant, and if
- they are believed to have engaged in 'relevant conduct' (i.e. been involved in an action or inaction that has harmed a child, young person or vulnerable adult, or put them at risk of harm), or
- they have satisfied the 'harm test' (i.e. no action or inaction was found to have occurred, but there is still a significant risk that it could occur), or
- they have received a caution or conviction for a 'relevant offence' (i.e. involving automatic barring, either with or without the right to make representations).

9.3 Anyone convicted or cautioned for certain serious offences will, subject to the consideration of representations where permitted, be barred from working in regulated activity with children and/or vulnerable adults.

9.4 The Disclosure and Barring Service website has comprehensive information and guidance on DBS checks and referrals. Human Resources departments can also offer advice.

10. Managing Safeguarding Concerns

10.1 If an employee of GNR Training suspects that a child, young person or adult is at risk of harm or abuse, they should notify their line manager and/or local safeguarding lead, and the local Social Services department, in accordance with Working Together 2020 local policies and procedures. They should also consider informing the local police, if appropriate.

10.2 Managing Safeguarding Allegations Against Staff: Policy and Procedure contains detailed information on the process for managing safeguarding allegations, and Appendix 2 gives a useful flowchart of the process.

11. Information Sharing

11.1 It is important that learners remain confident that their personal information is kept safe and secure. Staff must be confident to share information appropriately when safeguarding vulnerable individuals. Failures of communication lie at the heart of many safeguarding failures.

11.2 Working Together to Safeguard Children 2020 has guidance related to information requests.

11.3 Staff should ensure they are familiar with the GNR Training information governance policy (or joint policy when developed) and undertake mandatory information governance training. This will clarify the type of information it is appropriate to share.

11.4 Following the UK's departure from the European Union, whilst the GDPR principles will be retained in domestic law, the UK now has the independence to keep the framework under review. Recently published, the 'UK GDPR' sits alongside an amended version of the Data Protection Act 2018. The government has published a 'Keeling Schedule' for the UK GDPR, which shows the amendments.

11.5 Information sharing should always be necessary, proportionate, relevant, accurate, timely and secure.

12. Monitoring

12.1 The Head of Safeguarding is responsible for the monitoring, revision and updating of this policy. The Head of Safeguarding will act on behalf of the GNR Training in this respect and will update the Chairman on its implementation.

12.2 This policy will be monitored regularly regarding its implications for equality and diversity.

13. Equality and Health Equality Analysis

13.1 Promoting equality is important to GNR Training. Throughout the development of the policies and processes cited in this document, we have:

- considered the need to eliminate discrimination, harassment and victimisation, to advance equality of opportunity, and to foster good relations between people who share a relevant protected characteristic (as cited under the Equality Act 2010) and those who do not share.