EMPLOYMENT AND SKILLS

SAFEGUARDING FOR EMPLOYERS

North Tyneside Council

WHAT IS SAFEGUARDING?

TYPES OF HARM

Safeguarding applies to all kinds of harm a person may suffer. The five main types are:

Physical
Emotional/Psychological
Neglect
Sexual Abuse or Exploitation
Cyber and Financial Bullying

Each of these forms of harm may manifest in visible signs that are particular indicators. These can include:

Showing a wariness or distrust of adults;
Regular or recurring injuries;
An inconsistent explanation of injuries;
Low self-esteem;
Aggressive or demanding behaviour;
Abuse of drugs or alcohol;
Suicidal feelings;
Self-harm or attempts at suicide;
Difficulty concentrating or focusing;
Acting withdrawn or uncommunicative;
A reluctance to go home.

The presence of one (or more) of these is not in itself proof that a learner is being harmed or at risk of harm, but should raise concerns and be acted upon. Ignoring any of the above can allow a situation to become worse.

SAFEGUARDING FOR EMPLOYERS

North Tyneside's Employment and Skills Service is committed to safeguarding and ensuring/ protecting the welfare of all learners, including young people (those aged under 18) and adults categorised as "vulnerable". This is a shared requirement between us and any employers we work with in respect of work-based learning.

The definition of "vulnerable adult" (issued by the Lord Chancellor's Department) is a person "Who is or may be in need of community care services by reason of disability, age or illness; and is or may be unable to take care of unable to protect him or herself against significant harm or exploitation". This definition of an adult covers all people over 18 years of age.

Employers have a safety and welfare responsibility to all employees, which extends to and includes any learners from North Tyneside's Employment and Skills Service. Conversely, the service has a duty to help employers, staff and learners recognise their responsibilities through support, guidance, and training. As the employer of a learner, it is vital that you understand your responsibilities to those individuals in your care, and have appropriate measures, policies, and resources in place.

WHY IS SAFEGUARDING NECESSARY FOR EMPLOYED LEARNERS?

While Work-Based Learning providers are not specifically referenced in the Children Act, they have a distinct duty to safeguard and protect under common law.

This means that employers need to take steps that ensure young people and vulnerable adults are always safe while under their care. This is not restricted to just the workplace, but extends to any problems outside of it, which once identified must be acted upon.

ROLES AND RESPONSIBILITIES OF EMPLOYERS AND STAFF

Your staff are required to understand what is meant by the term "safeguarding" and promote the active welfare of learners, including an awareness of any and all different ways in which they can be harmed.

Your staff must be aware of your Statutory duty to safeguard and promote the welfare of learners in accordance with the Children Act.

Your staff must be familiar with North Tyneside's Employment and Skills guidance and procedures with regards to safeguarding. For example, how and to whom incidents of harm or suspected harm must be reported.

"The law requires that you cannot ignore any activity or disclosure that highlights a safeguarding."

Safeguarding is a legal obligation as outlined by the Children's Act 1989 and is mandatory for all organisations working with young people or vulnerable adults to take all reasonable measures to ensure that the risks of harm to such individuals' welfare are minimised.

WHAT TO DO IF A PERSON DISCLOSES HARM

No member of staff must ever assume that any physical or mental sign, or direct or indirect information, relating to the above is "trivial", "none of their business" or that "someone else will sort it out".

If a young person or vulnerable adult discloses any information that they are being harmed, or gives cause to a suspicion of harm, THE LAW REQUIRES THAT YOU CANNOT IGNORE ANY ACTIVITY OR DISCLOSURE THAT HIGHLIGHTS A SAFEGUARDING ISSUE.

PROCEDURES FOR DEALING WITH A SAFEGUARDING ISSUE

Employees working with young people or vulnerable adults need to be constantly alert to the possibilities and signs of harm.

Any confession or harm, discovery or harm or strong suspicion of harm should be referred to a Designated Safeguarding Person, and not investigated or dealt with personally. To act personally could make a situation worse and compromise that person's own safety and liability.

A Designated Person is the only person qualified to make decisions on further action, up to and including Police and Social Services intervention.

Any information received by a member of staff, no matter how small or insignificant it may seem, must be regarded as the highest priority, and referred to your Designated Person(s) without any delay. The North Tyneside Employment and Skills Designated Person will take the appropriate action and involve any third-party organisations deemed necessary.

All serious cases will be reported to the Police or Social Services, who will log the report and make further investigations.

These may involve direct contact with the employer. A North Tyneside Employment and Skills Designated Person will keep the employer informed of any developments.

REMEMBER, THE MAIN PRIORITY IS TO KEEP LEARNERS FROM HARM.

If in any doubt or have a concern about sexual abuse or safeguarding, contact:

DESIGNATED SAFEGUARDING LEAD:
Belinda Payne 0191 643 8811
belinda.payne@northtyneside.gov.uk

Or any of our Safeguarding officers:
Val Rooney 0191 643 8775/07813661360
valerie.rooney@northtyneside.gov.uk
Helen Samuel 07837767491
helen.samuel@northtyneside.gov.uk
Lou Ross 07866019476
louise.ross@ntlp.org.uk

ESsafeguarding@northtyneside.gov.uk
Text Alert to 60002

Useful Numbers
Anti-Terrorist hotline 0800789321
Multi Agency Safeguarding Team
Children 0345 2000 109
Adults 0191 6432777
Out of hours contact 0330 333 7475

SUPPORTING STAFF WITH MENTAL HEALTH ISSUES

If employees or learners are struggling with mental health, MIND have issued this handy guide for employers to help staff: https://www.mind.org.uk/media-a/4661/resource4.pdf

British Values

INDIVIDUAL LIBERTY (WITHIN THE LAW)
- Freedom of choice
- The right to live, act and express yourself in a manner of your own choosing

DEMOCRACY
- Willing to listen to others with different views
- Influence decisions (voting)
- Concerned about the welfare of others

MUTUAL RESPECT
- Treating others with dignity and respect
- Challenging prejudices in others
- Being considerate of people's feelings and wellbeing

BRITISH VALUES

Democracy
Rule of Law
Individual Liberty
Mutual Respect
Tolerance

RULE OF LAW
- No one is above the law
- Laws protect everyone
- To be aware of your rights and your responsibilities

TOLERANCE
- Listening to other's. viewpoints.

Learning about:
- Diversity and other's lived experience
- Different cultures, beliefs and faiths

"North Tyneside's Employment and Skills Service is committed to providing a secure environment for learners, where they feel safe and are kept safe. The service recognises that safeguarding is everyone's responsibility, irrespective of the role they undertake or whether their role has direct contact or responsibility for learners or not. Preventing Extremism and Radicalisation is one element within our service arrangements to safeguard and promote the welfare of all learners in line with our statutory duties. The service aligns itself with the Government's 'Prevent' agenda and associated guidance document, 'Revised Prevent Duty Guidance', and the DfE Guidance 'Keeping Children Safe in Education, 2022'.

For more information on North Tyneside's Employment and Skills safeguarding or prevent policies and procedures please contact: **Belinda Payne: Designated Safeguarding Lead** - 0191 643 8811 belinda.payne@northtyneside.gov.uk