

Safeguarding and Prevent guide for employers



Be You. Be Extraordinary.

Safeguarding at the College

Abingdon & Witney College have a legal responsibility to promote the welfare of children and vulnerable adults. Part of this responsibility is to report and work with other agencies to safeguard children and vulnerable adults from all types of harm, abuse or neglect. Similarly, the employers we work alongside also have a duty to safeguard the apprentices they employ.

Is there help and advice at College?

Yes – you should talk to your Training Coordinator, Tutor or Work-based Trainer/Assessor about any initial questions, but we also have a Safeguarding team trained to support with any more specific queries.

What is a Safeguarding issue?

Safeguarding could relate to any of the issues below, but this list is not exhaustive:

- Homelessness
- Female Genital Mutilation (FGM)
- Pregnancy
- Domestic abuse
- Forced marriage
- Emotional, mental, or sexual abuse
- Bullying or harassment.
- Concerns related to being a Looked After Child (LAC), Young Adult Carer (YAC) or Care Leaver
- Exploitation
- Preventing radicalisation
- Criminal convictions or record
- e-Safety issues

Employers & Safeguarding

Your responsibilities are:

- Assessing any risks to apprentices before their programme begins, including welfare and safeguarding
- Reporting any safeguarding concerns you may have or disclosures that are made to you
- Providing an appropriate induction, training and supervision for apprentices
- Looking after the welfare of apprentices for the duration of their programme
- Ensuring systems are in place to prevent unsuitable people working with apprentices.

Reporting safeguarding concerns

If a student discloses anything that gives you reason to suspect that they may be at risk of harm, you should:

- Listen carefully and take what is being said seriously
- Tell the apprentice you have a duty to report concerns to the College
- Tell the apprentice you cannot promise confidentiality
- Write down what the apprentice says in their own words

Then, **call the Safeguarding Team** on **01235 216 228** or **01993 208 038** (normal working hours, Mon to Fri, 8:30am - 4:30pm).

If the safeguarding issue occurs outside of our normal working hours you can contact

The Oxfordshire Safeguarding Hub on **0800 833 408**

or email: safeguarding@abingdon-witney.ac.uk.



Prevent at the College

Abingdon & Witney College has a legal responsibility to safeguard and promote the welfare of all their students and to ensure that they operate within the law. The Prevent Duty is a government strategy that was introduced to help safeguard communities against the threat of extremism, radicalisation and terrorism whilst also promoting British Values.

Is there help and advice at College?

Yes – you should talk to your Training Coordinator, Tutor or Work-based Trainer/Assessor about any initial questions, but we also have a Safeguarding team trained to support with any more specific queries.

What is a Prevent issue?

- Loneliness or isolation
- Poverty
- Changes to a family situation
- Changes in behaviour
- Political grievances
- Crime and anti-social behaviour
- Accessing extremist material or showing sympathy to extremist groups
- Unwillingness to engage with those of a different race, religion, or gender
- Argumentative behaviour.

What are British Values?

Democracy

A culture built upon freedom and equality, where everyone is aware of their rights and responsibilities

Individual liberty

Protection of your rights and the rights of others around you.

Mutual respect & tolerance of different faiths and beliefs

Understanding that we all don't share the same beliefs and values. Respecting those values, ideas and beliefs of others whilst not imposing our own onto them

The rule of law

The need for rules to make a happy, safe, and secure environment to live and work

Employers & Prevent

- Be alert to changes in behaviour that may give you cause for concern
- Advise the College of any concerns regarding your apprentice to allow us to investigate any issues further
- Provide opportunities for apprentices to discuss their own concerns about extremism, events in the news and about British Values.

Reporting Prevent concerns

If a student discloses anything that gives you reason to suspect that they may be at risk of harm, you should:

- Listen carefully and take what is being said seriously
- Tell the apprentice you have a duty to report concerns to the College
- Tell the apprentice you cannot promise confidentiality
- Write down what the apprentice says in their own words

Then, **call the Safeguarding Team** on **01235 216 228** or **01993 208 038** (normal working hours, Mon to Fri, 8:30am - 4:30pm).

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