



Northern Ireland Further Education Colleges

Safeguarding, Care & Welfare Policy

Approved by

Date

17.05.21

Signature of Principal and Chief Executive

Michael McAlister

Name of Principal and Chief Executive

South West College

Name of College

SAFEGUARDING, CARE & WELFARE POLICY FRAMEWORK

APPROVAL DATES

Details	Date Approved
Equality Screening (sectoral screening only)	
Governing Body	

SAFEGUARDING, CARE & WELFARE POLICY REVISION RECORD

Version	Document Title	Date Last Reviewed	Next review date	Responsibility of
2	Safeguarding, Care & Welfare Policy	January 2020	January 2022	Sharon Pritchard

SAFEGUARDING, CARE & WELFARE POLICY FRAMEWORK

The Framework from which this Policy is derived has been developed by the Further Education (FE) Colleges Safeguarding Working Group established in April 2019. The framework contains the minimum standard of information for any Safeguarding Policy in a FE College in Northern Ireland.

The FE Colleges Safeguarding Working Group has agreed that the Framework may be added to by a College but content cannot be withdrawn otherwise the organisation may fail to meet its legal and moral duty, put learners / participants at risk and may be vulnerable to potential legal challenge and / or reputational damage.

The FE Colleges Safeguarding Working Group is committed, at the very least, to an annual review of the framework and revision if required at regional and College level dependent on current legislation and organisation structures.

Membership of the FE Colleges Safeguarding Working Group is listed in Appendix 1.

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SAFEGUARDING, CARE & WELFARE POLICY

1. PURPOSE

South West College (hereafter referred to as the College) aims to ensure that all students, staff and stakeholders of the College experience an inclusive, enjoyable and safe environment, in which they feel respected and valued. We all share an objective to keep children, young people, adults at risk and adults in need of protection, safe from harm. This College Safeguarding, Care & Welfare Policy is built upon a foundation of 'zero tolerance' of harm to all children, young people, adults at risk of harm and adults in need of protection and is aligned to the Northern Ireland Adult Safeguarding Partnership (NIASP) statement "Safeguarding is everyone's business".

The purpose of this Policy is to:

- Promote the welfare of children, young people, adults at risk of harm and adults in need of protection to protect them from harm;
- Encourage good practice in all aspects of promotion and protection of children, young people, adults at risk of harm and adults in need of protection;
- Raise awareness of the safeguarding, care and welfare issues that may or have the potential to impact upon children, young people and adults at risk of harm and adults in need of protection;
- Prevent and reduce the risk and potential risk of harm to children, young people, adults at risk of harm and adults in need of protection, whilst providing an inclusive non-stigmatised learning environment for all;
- Empower children, young people, adults at risk of harm and adults in need of protection to make informed decisions about their education, life experiences and wellbeing which will allow them to live life free from coercion and have freedom of expression;
- Provide and implement clear, accessible and consistent guidance in relation to the procedures for reporting concerns;
- Advocate for children, young people, adults at risk of harm and adults in need of protection in their right to fair justice as a result of abuse, exploitation or neglect;
- Encourage and promote continuous professional development in the approach to safeguarding, care and welfare practices.

2. CONTEXT

The College will carry out its responsibilities under all relevant legislation, regulations and professional guidelines, which are listed in Appendices 2 & 3.

3. SCOPE

This policy applies to all staff, students, the Governing Body, volunteers and third parties and should be read in conjunction with relevant standard operating procedures and any other relevant organisation procedures.

4. GENERAL PRINCIPLES

The Policy is based on the following principles:

- The College seeks to provide and promote a safe learning environment for all users;
- The College recognises that anyone can be the subject of abuse and that all allegations of abuse will be taken seriously and treated in accordance with the College's procedures;
- The Policy will be reviewed at least annually to ensure it reflects current legislation and best practice. This will be in line with a commitment by the FE Colleges Safeguarding Working Group to review the policy framework at least annually, dependent on current legislation;
- The College will use best practice in its safe recruitment of staff by undertaking the appropriate checks;
- The College reserves the right to refuse to employ any person who has a conviction for the abuse of a child, young person, adult at risk of harm or adult in need of protection;
- The College must follow risk assessment procedures, before enrolling any person who has a conviction for the abuse of a child, young person, an adult at risk of harm or an adult in need of protection;
- The College will collaborate with regional policies and procedures in full partnership with other local agencies including the Health and Social Care Trust Gateway Team and Police Service of Northern Ireland (PSNI);
- Our staff will listen to, record and report all concerns, disclosures and allegations of abuse in accordance with current procedures in an empathetic, prompt and secure manner;
- The College will not investigate instances of abuse as this is the role of other statutory agencies e.g. social services, PSNI;
- The College is committed to supporting, resourcing and training, in line with current legislation, those who work with, or come in contact with children, young people, adults at risk of harm and adults in need of protection and to provide appropriate supervision for them.
- The College is committed to developing knowledge and understanding of Trauma-Informed Practice and the impact of Adverse Childhood Experiences (ACEs)¹ to help staff better understand those in their care. This commitment aims to enhance and work alongside existing safeguarding protections, policies and measures for children, young people, adults at risk of harm or adults in need of protection.

5. KEY DEFINITIONS

- a) The definition of a 'child' is any person that is under the age of 18, as defined in the Children (NI) Order 1995, the principal statute governing care, upbringing and protection of children in Northern Ireland.

¹ ACES: Adverse Childhood Experiences. Ensuring a better deal for children in Wales. Professor Mark A. Bellis.

- b) The definition of an 'adult at risk of harm' is a person aged 18 years and over, whose exposure to harm through abuse, exploitation or neglect may be increased by their personal characteristics and/or life circumstances;
- Personal characteristics may include but are not limited to: age, disability, special educational needs, illness, mental or physical frailty or impairment of, or disturbance in, the functioning of the mind or brain;
 - Life circumstances may include but are not limited to: isolation, socio economic factors and environmental living conditions.
- c) The definition of an 'adult in need of protection' is a person aged 18 years and over, who may be at a greater risk of exposure to harm through abuse, exploitation or neglect may be increased by their:
- a) personal characteristics and / or;
 - b) life circumstances; and
 - c) who is unable to protect their own well-being, rights, or other interests; and
 - d) where the action or inaction of another person or persons is causing, or is likely to cause him / her to be harmed.

The College's safeguarding, care and welfare service understand that in order for our students, as defined above, who are an 'adult in need of protection' either (a) or (b) must be present, in addition to both elements (c) and (d).

The consideration of mental capacity is crucial at all stages of safeguarding adult's procedures as it provides a framework for decision making to balance independence and protection.

Types of Child Abuse (NSPCC, 2017) (ref Appendix 4)

The College recognises that harm from abuse is not always straightforward to identify and a child may all too often experience more than one type of harm or significant harm. Harm can be caused by:

- Emotional abuse
- Sexual abuse
- Physical abuse
- Neglect
- Exploitation

Types of Adult Abuse (DHSSPS, 2015) (ref Appendix 4)

- Physical abuse
- Sexual abuse
- Psychological / emotional abuse

- Financial abuse
- Institutional abuse
- Neglect
- Exploitation

6. PROMOTING DIGITAL SAFETY

Digital Safety is becoming an increasingly significant issue to consider when it comes to safeguarding children, young people, adults at risk and adults in need of protection.

All staff, students, the Governing Body, volunteers and third parties who wish to use the College's IT systems are required to agree to the College's Acceptable Use Policy and comply with any other relevant digital policies as directed.

The relevant policies are available for all users to access on College Gateway system under Policies and Procedures.

Staff, students, the Governing Body and volunteers are directed to this Safeguarding, Care and Welfare Policy and procedures during induction and via active promotion of "keeping safe" messages through other activities e.g. internet usage and social networking.

7. RESPONSIBILITY

- a) Governance of safeguarding, care and welfare in the College is overseen by the Chair of the Governing Body.

The Chief Executive has strategic safeguarding, care and welfare responsibility in the College.

The Adult Safeguarding Champion, works alongside the Safeguarding Lead and Deputy Lead, in co-ordinating the strategic Safeguarding policy of the college. They report to the Chief Executive and the Board of Governors.

The Designated Safeguarding Officer Lead/Deputy Lead reports regularly to the Adult Safeguarding Champion and to the Chief executive. They also oversee and co-ordinate operational safeguarding matters.

To further support safeguarding, care and welfare, the College also has a number of nominated Safeguarding Assistants across College sites who support and advise staff to ensure a link with the Designated Safeguarding Lead and / or the Deputy Designated Safeguarding Officer, who can then manage the child, young person, adult at risk of harm or adult in need of protection.

Posters are displayed throughout the College to identify those whom staff, students, volunteers and any third party can engage with on safeguarding, care and welfare matters.

The names of the individuals employed by the College in safeguarding roles are listed in Appendix 5. However, it is the responsibility of all staff working in the College to report abuse and incidents of concern in line with this Safeguarding, Care and Welfare Policy and procedures. This responsibility extends to all staff, not just those specifically working with children, young people, adults at risk of harm and adults in need of protection.

Report of concern(s) should be made a member of the Safeguarding Team in line with this Safeguarding, Care and Welfare Policy and procedures (Ref Section 10 and Appendix 5 & 6).

All employees and volunteers of the College are required to abide by the staff Employees Standards Policy which sets clear expectations of behaviour for all staff.

b) The role of the Adult Safeguarding Champion (ASC) is to:

- Provide strategic and operational leadership and oversight in relation to Adult Safeguarding;
- Manage the Designated Safeguarding Lead, and Safeguarding Assistants
- Ensure full implementation of the College Safeguarding, Care and Welfare Policy and procedures;
- Oversee the security of record keeping in relation to safeguarding, care and welfare matters;
- Compile and analyse records of reported concerns to determine whether a number of low-level concerns are accumulating to become significant, and make records available for inspection;
- Review the Safeguarding, Care and Welfare Policy and related procedures annually;
- Provide information and support for staff on adult safeguarding within the organisation;
- Advise within the organisation regarding adult safeguarding training needs in line with current legislation;
- Provide advice to staff or volunteers who have concerns about the signs of harm, and ensure a report is made to Health and Social Care (HSC) Trusts where there is a safeguarding concern;
- Support staff to ensure that any actions take account of what the adult wishes to achieve – this should not prevent information about any risk of serious harm being passed to the relevant HSC Trust Adult Protection Gateway Service for assessment and decision making;
- Establish contact with the HSC Trust Designated Adult Protection Officer (DAPO), PSNI and other agencies as appropriate.

The ASC should ensure that, at a minimum, the organisation safeguards adults at risk by:

- recognising that adult harm is wrong and that it should not be tolerated;
- being aware of the signs of harm from abuse, exploitation and neglect;
- reducing opportunities for harm from abuse, exploitation and neglect to occur; and
- Knowing how and when to report safeguarding concerns to HSC Trusts or the PSNI.

c) The role of the Designated Safeguarding Lead/Deputy Safeguarding Lead is to:

- Liaise with relevant College management and staff regarding this Safeguarding, Care and Welfare Policy, procedures and any reported incidents of concern and report to College management and Governing Body as required;
- Liaise with the local Gateway Team regarding safeguarding, care and welfare procedures and any reported incidents of concern;
- Liaise with and understand the roles and responsibilities of all the appropriate investigating agencies;
- Assist with the review of this Policy and related procedures annually;
- Maintain the security of record keeping in relation to safeguarding, care and welfare matters;
- Ensure that the Safeguarding, Care and Welfare Policy and procedures are implemented at all College events that may involve children, young people, adults at risk of harm or adults in need of protection;
- Support children and young people from care backgrounds and who are on the Child Protection Register by attending case conferences, Looked-after children (LAC) reviews and working in partnership with social services;
- Support all Safeguarding Assistants;
- Ensure all students are aware of the Safeguarding, Care and Welfare Policy during induction.

d) The role of the Safeguarding Assistant is to:

- a. Investigate all allegations of bullying, investigation and follow up issues
- b. Act as point of contact for students and staff in relation to issues of concern at campus level
- c. Report to Designated Safeguarding Lead/Deputy and if required liaise with appropriate authorities where an issue of concern is suspected.
- d. Act as a key contact with appropriate agencies and support services at campus level
- e. Maintain appropriate records regarding concerns received and ensure all record keeping is maintained in a confidential, safe and secure manner.
- f. Liaise closely with Designated Safeguarding Lead/Deputy and provide a progress report each term.

- e) The role of the Human Resources Team, overseen by the Head of Human Resources is to:
- Ensure the safe recruitment and induction of all staff and volunteers ensuring all are appropriately vetted in compliance with relevant DfE Circulars, Operational Requirements and Guidelines in accordance with the Safeguarding Vulnerable Groups (NI) Order (2007);
 - Ensure implementation of staff disciplinary investigations if any concerns, disclosures or allegations of abuse by a staff member are made;
 - Plan, deliver and monitor in partnership with other College departments the appropriate level of training required by all staff, in line with current legislation;
 - Annually review and update Human Resources policies and procedures to reflect safeguarding, care and welfare arrangements in the College;
 - HR in conjunction with the Adult Safeguarding Champion are responsible for devising an annual schedule of training for staff and students, consisting of an online module for all new staff and refresher training every 18 months for new staff as new legislation dictates.

8. CONFIDENTIALITY

Confidentiality and trust should be maintained as far as possible, but staff must act on the basis that the safety and welfare of the person is the overriding concern. The degree of confidentiality will be governed by the need to protect the individual and therefore complete confidentiality cannot be guaranteed. It is therefore *crucial* that staff understand and implement the guidelines for Data Protection and information sharing.

9. WORK PLACEMENTS OR EXCHANGE VISITS

Staff organising any work placements or exchange visits should take the safeguarding, care and welfare of children, young people, adults at risk and adults in need of protection into account when assessing the suitability of the work placement or exchange visit arrangements. Students are more vulnerable to harm or abuse when in long-term placement in the workplace or when outside their normal environment. The College has a duty to put in place additional safeguards as required.

All students on work placement or exchange visits should have a regular point of contact with a member of College staff and be advised that they can discuss with that person any concerns about their work placement or exchange visit. Any concerns raised or any suspicions of abuse must be reported to a member of the Safeguarding

Team by staff immediately in line with safeguarding, care and welfare procedures as outlined in this document.

10. RESPONDING TO A DISCLOSURE

The College is committed to dealing with any concern(s) that a child, young person, adult at risk of harm or an adult in need of protection in line with Safeguarding, Care and Welfare Policy and procedures.

Anyone with knowledge of or a suspicion that, a child, young person, adult at risk of harm or an adult in need of protection has been suffering abuse must refer their concern to a member of the Safeguarding Team as soon as possible. This may include a Higher Education student who submits a letter of extenuating circumstances that in turn identifies a potential safeguarding risk (see Extenuating Circumstances Procedure).

All allegations or suspicions must be taken seriously. The child, young person, adult at risk of harm or adult in need of protection must be advised that this information cannot be kept confidential and will be passed on to the designated member of staff in College in the first instance. No promise of confidentiality can or should ever be made to a student or anyone else giving information about possible abuse.

The person disclosing the information should be advised as soon as possible by the Designated Safeguarding Lead/Deputy, and or Safeguarding assistant as to what action will be taken as a result of the disclosure. They should also be made aware of the College Inspire counselling service available to the College.

The College procedure for reporting and dealing with concerns can be found; Gateway>Policies and Procedures>Safeguarding. (Appendix 6)

All written records must be passed to the Designated Safeguarding Lead. Records will be uploaded to the secure safeguarding database managed by the Designated Safeguarding Lead and maintained by the Designated Safeguarding Lead for a period of five years. Records are strictly confidential. They may be accessed by the subject of the record but not by any third party other than the aforementioned or the Adult Safeguarding Champion.

In the event that a disclosure is made concerning the activities of a member of staff towards a student, the matter must be referred directly to the Chief Executive.

If any staff member feels unsure about what to do if they have concerns about a child, young person, an adult at risk of harm or an adult in need of protection or if they are unsure about being able to recognise the signs or symptoms of possible abuse, they should speak directly to a member of the Safeguarding Team.

11. DEALING WITH COMPLAINTS

The Risk and Compliance Officer is responsible for dealing with all complaints and compliments for the College. The College Complaints and Compliments Policy is referenced in Appendix 7.

12. EQUALITY

Screening is one of the key tools to enable the College to fulfil its statutory obligations and mainstream the Section 75 equality and good relations duties into policy development. Screening will help to identify policies that are likely to have an impact on equality of opportunity and help to draw considerations of equality of opportunity into the policy making process. South West College commits to screening this Safeguarding, Care and Welfare Policy in line with these statutory obligations

13. MONITORING

The framework for this Safeguarding, Care and Welfare Policy will be reviewed, at the very least annually on a sectoral basis by the FE Colleges Safeguarding Working Group.

Subsequently this Safeguarding, Care and Welfare Policy, based on the framework, will be refreshed as required in line with organisation changes and submitted to the Governing Body for approval.

Date for review March 2022

SAFEGUARDING, CARE & WELFARE POLICY FRAMEWORK

APPENDIX 1

MEMBERSHIP OF THE FE COLLEGES SAFEGUARDING WORKING GROUP

College / Organisation	Name of Nominee	Changes to nominee	Changes to nominee	Changes to nominee
BMC	Jim Woods	Gertie Burke (Sept 2019)	Dee McDowell (Feb 2020)	Nuala Boyle (Nov 2020)
NRC	Laura Firth			
NWRC	Gillian Moss			
SERC	Paul Walsh			
SRC	Lorraine McKeown			
SWC	Sharon Pritchard	Deborah Brown (temp for SP Nov 2019)	Sharon Pritchard (Jan 2020)	
DfE rep	Susanne Workman			
DfE rep (Policy Lead)	Shauna Mullan	David Broadhurst (Nov 2019)		

APPENDIX 2

REFERENCES & RESOURCES

While issued mainly for schools note that the Department of Education (DE) and Education Authority (EA) publications and circulars referenced below contain guidance which is regarded as good practice for other organisations, where appropriate. Please refer to these and apply only as appropriate to the context of an FE College.

1. Adult Safeguarding Champion Frequently Asked Questions (FAQs)
<http://www.hscboard.hscni.net/download/PUBLICATIONS/safeguard-vulnerable-adults/niasp-publications/Adult-Safeguarding-Champion-FAQs.pdf>
2. Adult Safeguarding: Prevention and Protection in Partnership
<https://www.health-ni.gov.uk/articles/adult-safeguarding-prevention-and-protection-partnership>
3. Adversity and Trauma-Informed Practice –Young Minds 2019
<https://youngminds.org.uk/media/3091/adversity-and-trauma-informed-practice-guide-for-professionals.pdf>
4. Adverse Childhood Experiences. Ensuring a better deal for children in Wales.
Professor Mark A. Bellis
[https://www.healthandcarereseach.gov.wales/uploads/2017%20annual%20conference/ANNUAL%20CONFERENCE%20PRESENTATIONS/Prof Mark Bellis ACEs Adverse Childhood Experiences–Ensuring better deal for children in Wales.pdf](https://www.healthandcarereseach.gov.wales/uploads/2017%20annual%20conference/ANNUAL%20CONFERENCE%20PRESENTATIONS/Prof%20Mark%20Bellis%20ACEs%20Adverse%20Childhood%20Experiences-Ensuring%20better%20deal%20for%20children%20in%20Wales.pdf)
5. Adverse Childhood Experiences Factsheet
<https://www.volunteernow.co.uk/app/uploads/2019/05/Adverse-Childhood-Experiences-Factsheet-April-2019.pdf>
6. Apprentice NI Guidelines
<https://www.economy-ni.gov.uk/publications/apprenticeship-guidelines>
7. Attendance
<https://www.education-ni.gov.uk/publications/miss-school-miss-out-improving-pupil-attendance-strategy>
<https://www.etini.gov.uk/news/attendance-schools-eti-good-practice-report-and-case-studies>
8. Code of Good Governance
<https://www.volunteernow.co.uk/app/uploads/2018/10/Code-of-Good-Governance.pdf>
<https://www.volunteernow.co.uk/app/uploads/2019/03/Code-of-Good-Governance-Health-Check.pdf>

9. Co-operating to Safeguard Children & Young People in NI (2017) DoH
<https://www.health-ni.gov.uk/publications/co-operating-safeguard-children-and-young-people-northern-ireland>
10. Department of Health, Social Services and Public Safety (DHSSPS) Adult Safeguarding (2015) Prevention and Protection in Partnership <https://www.health-ni.gov.uk/sites/default/files/publications/dhssps/adult-safeguarding-policy.pdf>
11. First-aid and administration of medicines
<https://www.education-ni.gov.uk/sites/default/files/publications/de/supporting-pupils-with-medical-needs.pdf>
12. Health and Safety
<https://www.hseni.gov.uk/articles/education>
13. Managing Critical Incidents Guidance
<https://www.education-ni.gov.uk/sites/default/files/publications/de/guide-to-managing-critical-incidents-in-schools.pdf>
14. Mental Capacity Factsheet
<https://www.volunteernow.co.uk/app/uploads/2019/01/Mental-Capacity-Factsheet.pdf>
15. National Society for the Prevention of Cruelty to Children (NSPCC) (2017) Child Abuse and Neglect
<https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/>
16. Publications and guidance on child protection issues for schools
<https://www.education-ni.gov.uk/articles/publications-and-guidance-child-protection-issues-schools>
17. Safeguarding Children and Adults at Risk, Policy Standards
<https://www.volunteernow.co.uk/app/uploads/2019/10/safeguarding-children-and-adults-at-risk-policy-standards2019.pdf>
18. Safeguarding and Child Protection - Information and resources for school Governors, Principals, Designated Teachers/Deputy Designated Teachers and for all EA staff
<https://www.eani.org.uk/school-management/safeguarding-and-child-protection>
19. Safeguarding Board for Northern Ireland (SBNI) Procedures Manual (May 2018)
<https://www.proceduresonline.com/sbni/>
20. Safeguarding Board NI Strategic Plan 2018-2022
<https://www.safeguardingni.org/sbni-strategic-plan-2018-2022>
21. The United Nations Convention on the Rights of the Child
<https://www.unicef.org.uk/what-we-do/un-convention-child-rights/>

22. Training for Success (TfS) Operational Requirements and Guidelines
<https://www.economy-ni.gov.uk/publications/training-success-operational-requirements-and-guidelines>
23. UK Council for Child Internet Safety (2016) Sexting in schools and colleges
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/759007/6_2939_SP_NCA_Sexting_In_Schools_FINAL_Update_Jan17.pdf
24. FE Circular 11/13 Disclosure and Barring Arrangements: Vetting Requirements for (i) The Recruitment of Staff to Further Education Colleges (ii) Existing Staff and (iii) Students
<https://www.economy-ni.gov.uk/sites/default/files/publications/del/FE11-13%20Disclosure%20and%20Barring%20Arrangements-Vetting%20requirements%20for%20the%20recruitment%20of%20staff%20to%20FE%20Colleges.pdf>
25. Circular 2007/01 Acceptable Use of the Internet and Digital Technologies in Schools
<https://www.education-ni.gov.uk/sites/default/files/publications/education/2007.01%20-%20Amended%282%29.pdf>
26. Circular 2019/14 Attendance Guidance and Absence Recording By Schools (2019/14 supercedes 2018/12)
<https://www.education-ni.gov.uk/sites/default/files/publications/education/de-circular-2019-14-attendance-guidance-and-absence-recording.pdf>
27. Circular 2006/09 Child Protection: Criminal Background Checking of Staff in Schools – Programme to Extend Coverage
<https://www.education-ni.gov.uk/sites/default/files/publications/de/Criminal-background-checking-of-staff-in-schools-programme-to-extend-coverage.pdf>
28. Circular 2006/09 Child Protection: Criminal Background Checking of Staff in Schools – Appendix A
<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-2006-09-appendix-a.pdf>
29. Circular 2006/07 Child Protection: Employment of Substitute Teachers
<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-2006-07.pdf>
30. Circular 2008/03 Child Protection: Pre-employment Checking of Persons To Work in Schools – New Arrangements

<https://www.education-ni.gov.uk/sites/default/files/publications/de/Circular-2008-03-pre-employment-checks-new-arrangements.pdf>

31. Circular 2020/07 Child Protection: Record Keeping in Schools
(2020/07 supercedes 2016/03)
<https://www.education-ni.gov.uk/sites/default/files/publications/education/Circular%20202007%20Child%20Protection%20Record%20Keeping%20in%20Schools.PDF>
32. Circular 2006/06 Child Protection: Recruitment of People to Work With Children and Young People in Educational Settings
<https://www.education-ni.gov.uk/sites/default/files/publications/de/Circular-2006-06.pdf>
33. Circular 2006/06 Child Protection: Recruitment of People to Work With Children and Young People in Educational Settings – Appendix A
<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-2006-06-appendix-a-checks-on-applicants-from-abroad.pdf>
34. Circular 2006/06 Child Protection: Recruitment of People to Work With Children and Young People in Educational Settings – Form DOR O2
<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-2006-06-form-dor-02.pdf>
35. Circular 2006/08 Child Protection: Training Requirement for School Governors on Staff Recruitment and Selection Panels
<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-2006-08-child-protection-staff-recruitment.pdf>
36. Circular 2006/25 Child Protection: Vetting of School Governors
<https://www.education-ni.gov.uk/sites/default/files/publications/de/vetting-of-school-governors.pdf>
37. Circular 2016/05 Children Who Display Harmful Sexualised Behaviour
https://www.education-ni.gov.uk/sites/default/files/publications/education/Circular%202016_05-Children-who-display-harmful-sexualised-behaviour.pdf
38. Circular 2016/11 Class Sizes In Post-Primary Schools – Practical Subjects (as well as other subjects that include a practical activity)
<https://www.education-ni.gov.uk/sites/default/files/publications/education/Class%20Sizes%20in%20Post-Primary%20Schools%20-%20Practical%20Subjects%20-%20Circular%202016....pdf>

39. Circular 2015/13 Dealing With Allegations of Abuse Against A Member of Staff
<https://www.education-ni.gov.uk/sites/default/files/publications/de/2015-13-dealing-with-allegations-of-abuse-against-a-member-of-staff.pdf>
40. Circular 2012/19 Disclosure and Barring Arrangements: Changes To Pre-employment Vetting Checks For Volunteers Working In Schools From 10/09/12 – Guidance For Schools and Employing Authorities On Changes To Pre-employment Checking and Safer Recruitment Practices
<https://www.education-ni.gov.uk/sites/default/files/publications/de/Disclosure-and-barring-arrangements-guidance-for-schools-and-employing-authorities-volunteers.pdf>
41. Circular 2013/01 Disclosure and Barring Arrangements: Vetting Requirements for Paid Staff Working In Or Providing A Service For Schools – Guidance For Schools and Employing Authorities On Pre-employment Vetting Checking and Safer Recruitment Practices
<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-2013-01-updated-september-2015.pdf>
42. Circular 2015/23 Drugs Guidance
<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-2015-23.pdf>
43. Circular 2014/24 Education Otherwise Than At School (EOTAS) Guidance
<https://www.education-ni.gov.uk/sites/default/files/publications/education/2014-24-eotas-guidance.pdf>
44. Circular 2016/26 Effective Educational Uses of Mobile Digital Devices
<https://www.education-ni.gov.uk/sites/default/files/publications/education/DE%20circular%202016.26%20Effective%20Educational%20Uses%20of%20Mobile%20Digital%20Devices.pdf>
45. Circular 2008/10 Employment of Substitute Teachers – NI Substitute Teachers Register (NISTR)
<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-number-2008-10-employment-of-substitute-teachers.pdf>
46. Circular 2010/18 Every School A Good School – The Governors’ role
<https://www.education-ni.gov.uk/sites/default/files/publications/education/circular-2010-18-governors-guide.pdf>
47. Circular 2013/25 e-Safety Guidance

<https://www.education-ni.gov.uk/sites/default/files/publications/de/2013%2025%20-%20Amended.pdf>

48. Circular 2020/05 Guidance for Schools on Supporting Remote Learning to Provide Educational Continuity
[Circular 2020/05 Guidance for schools on supporting remote learning to provide educational continuity](#)
49. Circular 2010/01 Guidance on Relationships and Sexuality Education
<https://www.education-ni.gov.uk/sites/default/files/publications/education/2010%2001%20-%20Amended.pdf>
50. Circular 2011/22 Internet Safety
<https://www.education-ni.gov.uk/sites/default/files/publications/education/2011%2022%20-%20Amended.pdf>
51. Circular 2014/27 Managing Information On Persons Who Pose A Risk To Pupils
<https://www.education-ni.gov.uk/sites/default/files/publications/education/Circular%202014-27%20Managing%20information%20on%20persons%20who%20pose%20a%20risk%20to%20pupils%20-%20November%202014.pdf>
52. Circular 2016/27 Online Safety
<https://www.education-ni.gov.uk/sites/default/files/publications/education/DE%20Circular%202016.27%20Online%20Safety.pdf>
53. Circular 2014/14 Pupil Participation
<https://www.education-ni.gov.uk/sites/default/files/publications/de/2014-14-pupil-participation.pdf>
54. Circular 2015/22 Relationship and Sexuality Education (RSE) Guidance
<https://www.education-ni.gov.uk/sites/default/files/publications/de/2015%2022%20-%20Amended.pdf>
55. Circular 2013/16 Relationships and Sexuality Education Policy In Schools
<https://www.education-ni.gov.uk/sites/default/files/publications/education/2013%2016%20-%20Amended.pdf>
56. Circular 2017/04 Safeguarding and Child Protection – A Guide for Schools - Update

<https://www.education-ni.gov.uk/sites/default/files/publications/education/circular-201704-safeguarding-and-child-protection-in-schools-a-guide-for-schools-%28updated-september-2019%29.pdf>

57. Circular 2018/07 Self-Assessment Audit Tools for Schools

https://www.education-ni.gov.uk/sites/default/files/publications/education/DE%20Circular%20201807%20Self-Assessment%20Audit%20Tool%20for%20Schools_1.PDF

58. Circular 2003/13 Welfare and Protection of Pupils Education and Libraries NI Order 2003

<https://www.education-ni.gov.uk/sites/default/files/publications/de/circular-2003-13-welfare-and-protection-of-pupils.pdf>

APPENDIX 3

LEGISLATION:

- Addressing Bullying in Schools Act (Northern Ireland) 2016
- Children (Leaving Care) Act (NI) 2002
- Children (Public Performances) Regulations (Northern Ireland) 1996
- Children and Young Persons Act (Northern Ireland) 1968
- Children's Services Co-operation Act (NI) 2015
- Criminal Justice and Courts Act 2015 section 33
- Criminal Law Act (NI) 1967
- Education (NI) Order 1998
- Female Genital Mutilation Act 2003
- Forced Marriage (Civil Protection) Act 2007
- Health & Personal Social Services (NI) Order
- Health & Personal Social Services Act (NI) 2001
- Health & Social Care (Reform) Act (NI) 2009
- Human Rights Act 1998
- Prohibition from Teaching and Working with Children Regulations (NI) 2006
- Protection of Children (NI) Order 1978
- Protection of Children (Northern Ireland) Order 1978 article 3
- Safeguarding Board Act (NI) 2011
- Sexual Offences Act 2003
- The Children (NI) Order 1995
- The Criminal Evidence (NI) Order 1999
- The Criminal Justice Act 1988 (Reviews of Sentencing) Order (NI) 2019
- The Data Protection Act (1998)
- The Disability Discrimination Act 1995
- The Education and Libraries (NI) Order 2003; Articles 17 and 18
- The Family Homes & Domestic Violence (NI) Order 1998
- Mental Capacity Act (Northern Ireland) 2016
- The Mental Health (NI) Order 1986
- The Northern Ireland Act 1998, Section 75
- The Police & Criminal Evidence (NI) Order 1989
- The Public Interest Disclosure (NI) Order 1998
- The Race Relations (NI) Order 1997
- The Safeguarding Vulnerable Groups (NI) Order 2007 (amended 2012)
- The Sexual offences (NI) Order 2008
- The Special Educational Needs and Disability Order (NI) 2005 (SENDO)

APPENDIX 4

TYPES OF ABUSE

Types of Child Abuse (NSPCC, 2017)

- Emotional abuse - This is the ongoing emotional maltreatment or emotional neglect of a child. It's sometimes called psychological abuse and can seriously damage a child's emotional health and development. Emotional abuse can involve deliberately trying to scare or humiliate a young person or isolating or ignoring them. Children who are emotionally abused are usually suffering another type of abuse or neglect at the same time – but this isn't always the case.
- Sexual abuse - A child is sexually abused when they are forced or persuaded to take part in sexual activities. This does not have to be physical contact and it can happen online. Sometimes the child will not understand that what is happening to them is abuse. They may not even understand that it's wrong.
- Physical abuse – This is deliberately hurting a child causing injuries such as bruises, broken bones, burns or cuts. It isn't accidental - children who are physically abused suffer violence such as being hit, kicked, poisoned, burned, and slapped or having objects thrown at them. Shaking or hitting babies can cause non-accidental head injuries. Sometimes parents or carers will make up or cause the symptoms of illness in their child, perhaps giving them medicine they don't need and making the child unwell.
- Neglect – This is the ongoing failure to meet a child's basic needs and is abuse. A child may be left hungry or dirty, without adequate clothing, shelter, supervision, medical or health care. A child may be put in danger or not protected from physical or emotional harm. They may not get the love, care and attention they need from their parents. A child who is neglected will often suffer from other abuse as well. Neglect is dangerous and can cause serious, long-term damage - even death.
- Exploitation - Child sexual exploitation a type of sexual abuse. Children in exploitative situations and relationships receive something such as gifts, money or affection as a result of performing sexual activities or others performing sexual activities on them. Children or young people may be tricked into believing they are in a loving, consensual relationship. They might be invited to parties and given drugs and alcohol. They may also be groomed online. Some children and young people are trafficked into or within the UK for the purpose of sexual exploitation. Sexual exploitation can also happen to young people in gangs.

Types of Adult Abuse (DHSSPS, 2015)

- Physical abuse - This is the use of physical force or mistreatment of one person by another, which may or may not result in actual physical injury. This may include hitting, pushing, rough handling, exposure to heat or cold, force-feeding, improper administration of medication, denial of treatment, misuse or illegal use of restraint and deprivation of liberty.
- Sexual abuse - This is any behaviour perceived to be of a sexual nature, which is unwanted or takes place without consent or understanding. Sexual violence and abuse can take many forms and may include non-contact sexual activities, such as indecent exposure, stalking, grooming, being made to look at or be involved in the production of sexually abusive material, or being made to watch sexual activities. It may involve physical contact, including but not limited to non-consensual penetrative sexual activities or non-penetrative sexual activities, such as intentional touching (known as groping).
- Psychological / emotional abuse - This is behaviour that is psychologically harmful or inflicts mental distress by threat, humiliation or other verbal/non-verbal conduct. This may include threats, humiliation or ridicule, provoking fear of violence, shouting, yelling and swearing, blaming, controlling, intimidation and coercion.
- Financial abuse - This is actual or attempted theft, fraud or burglary. It is the misappropriation or misuse of money, property, benefits, material goods or other asset transactions which the person did not or could not consent to, or which were invalidated by intimidation, coercion or deception. This may include exploitation, embezzlement, withholding pension or benefits or pressure exerted around wills, property or inheritance.
- Institutional abuse - This is the mistreatment or neglect of an adult by a regime or individuals in settings, which adults who may be at risk, reside in or use. This can occur in any organisation, within and outside the HSC sector. Institutional abuse may occur when the routines, systems and regimes result in poor standards of care, poor practice and behaviours, inflexible regimes and rigid routines, which violate the dignity and human rights of the adults and place them at risk of harm. Institutional abuse may occur within a culture that denies, restricts or curtails privacy, dignity, choice and independence. It involves the collective failure of a service provider or an organisation to provide safe and appropriate services, and includes a failure to ensure that the necessary preventative and/or protective measures are in place.
- Neglect - Neglect occurs when a person deliberately withholds, or fails to provide, appropriate and adequate care and support which is required by another adult. It may be through a lack of knowledge or awareness, or through a failure to take reasonable action given the information and facts available to them at the time. It may include physical neglect to the extent that health or well-being is impaired, administering too much or too little medication, failure to provide access to appropriate health or social care, withholding the necessities of life, such as adequate nutrition, heating or clothing,

or failure to intervene in situations that are dangerous to the person concerned or to others particularly when the person lacks the capacity to assess risk.

- Exploitation - This is the deliberate maltreatment, manipulation or abuse of power and control over another person; to take advantage of another person or situation usually, but not always, for personal gain from using them as a commodity. It may manifest itself in many forms including slavery, servitude, forced or compulsory labour, domestic violence and abuse, sexual violence and abuse, or human trafficking.

APPENDIX 5

SAFEGUARDING TEAM MEMBERS

THE INDIVIDUALS WITH RESPONSIBILITY FOR SAFEGUARDING, CARE AND WELFARE AT SOITH WEST COLLEGE ARE:

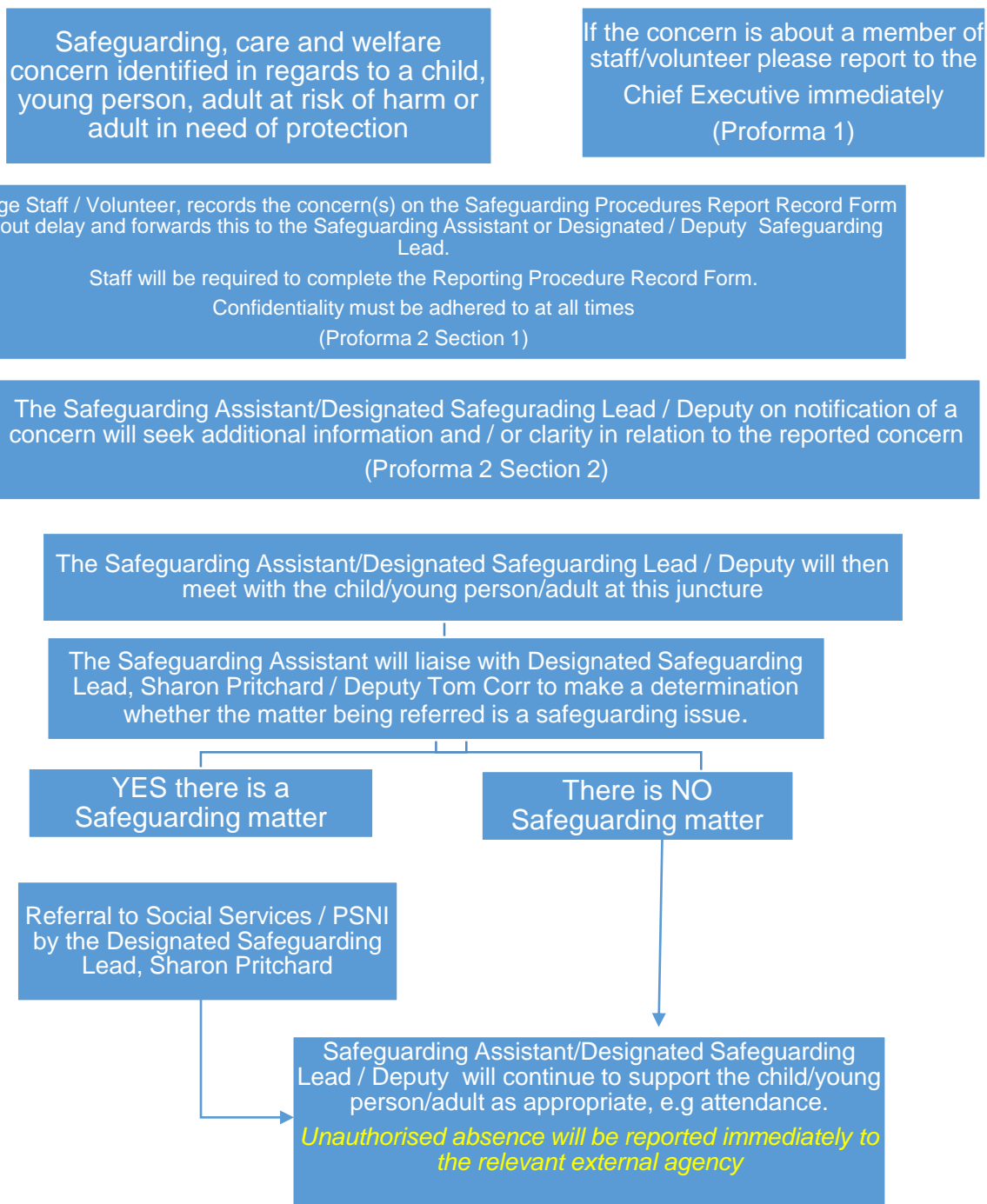
Role	Name of Individual	Campus if applicable	Contact Details
Governing Body Safeguarding Lead	Nick O'Shiel		Nicholas.OShiel@swc.ac.uk 077 1112 6268
Chief Executive	Michael McAlister	All campuses	Michael.McAlister@swc.ac.uk 078 4110 2186
Adult Safeguarding Champion	Ciaran McManus	All campuses	Ciaran.McManus@swc.ac.uk 075 4520 5256
Designated Safeguarding Lead	Sharon Pritchard	All campuses	Sharon.Pritchard@swc.ac.uk 078 4110 2288
Deputy Safeguarding Lead	Tom Corr	All campuses	Tom.Corr@swc.ac.uk
Safeguarding Assistant	Joanne Lucas	Cookstown	Joanne.Lucas@swc.ac.uk 077 7699 6341
Safeguarding Assistant	Sharon Watters	Dungannon	Sharon.Watters@swc.ac.uk 074 6733 9370
Safeguarding Assistant	Nichola Melanaphy	Enniskillen	Nicohola.Melanaphy@swc.ac.uk 0781 8511 788
Safeguarding Assistant	Deborah Brown	Technology & Skills Centre, Enniskillen	Deborah.Brown@swc.ac.uk 073 9173 8244
Safeguarding Assistant	Michelle O'Flaherty	Omagh	Michelle.OFlaherty@swc.ac.uk 075 4520 5258

APPENDIX 6

SAFEGUARDING, CARE & WELFARE REPORTING OF CONCERN

REPORTING PROCEDURE FLOWCHART (FOR CONCERNS RELATING TO CHILD, YOUNG PERSON, ADULT AT RISK OF HARM OR ADULT IN NEED OF PROTECTION)

The reporting procedure, when a **concern is identified in regard to a child, young person, adult at risk of harm or adult in need of protection**, for South West College is as follows:



SAFEGUARDING, CARE & WELFARE POLICY FRAMEWORK

REPORTING PROCEDURE RECORD FORM (FOR CONCERNS RELATING TO CHILD, YOUNG PERSON, ADULT AT RISK OF HARM OR ADULT IN NEED OF PROTECTION)

The Safeguarding Procedures Report Record Form for South West College is as follows:

South West College
Reporting Procedure Record Form (Proforma 2)
(FOR CONCERNS RELATING TO CHILD, YOUNG PERSON, ADULT AT RISK OF HARM OR ADULT IN NEED OF PROTECTION)

Complete and pass to Safeguarding Assistant as soon as possible on the same day. If not available, pass to Designated Safeguarding Lead or Adult Safeguarding Champion.

Name of Child/Young Person/Adult:	Course		
	DOB:		
Concern identified by/Disclosure made to?	Date:		
	Time:		am/pm
Section 1 Nature of Concern / details of disclosure / other relevant information. <i>If a disclosure has been made record actual words used by the child/young person/adult.</i> <i>Include any other relevant information (witnesses, immediate action taken, First Aid, etc.</i>			

SAFEGUARDING, CARE & WELFARE POLICY FRAMEWORK

Signatures

To be signed by the person reporting the concern

Name _____

Job Title _____

Signed _____ Date _____

Date received and actioned Adult Safeguarding Champion/Designated Safeguarding Lead / Deputy Safeguarding Lead/ Safeguarding Assistant

Name _____

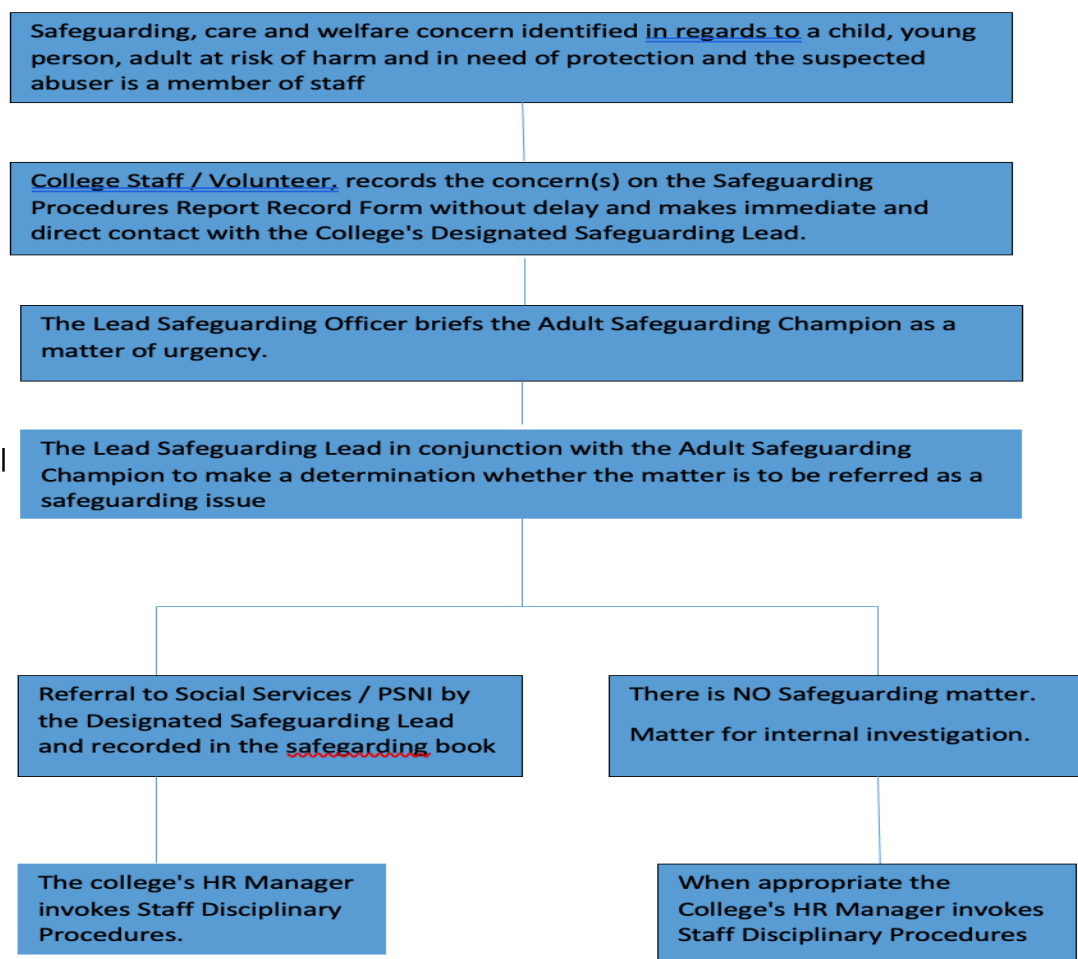
Signed _____ Date _____

Section 2

Action taken by Adult Safeguarding Champion/Designated Safeguarding Lead / Deputy Safeguarding Lead / Safeguarding Assistant

Signed _____ Date _____

REPORTING PROCEDURE FLOWCHART (FOR CONCERNS RELATING TO ACTIVITIES OF A STAFF MEMBER) The reporting procedure, when a disclosure is made concerning the activities of a staff member towards a student, for South West College is as follows



REPORTING PROCEDURE RECORD FORM (FOR CONCERNS RELATING TO ACTIVITIES OF A STAFF MEMBER)

South West College
Reporting Procedure Record Form (Proforma 1)
(FOR CONCERNS RELATING TO A MEMBER OF STAFF/VOLUNTEER)

Complete and pass to Chief Executive as soon as possible on the same day. .

Name of Staff/Volunteer:			
Concern identified by/Disclosure made to?	Date:		
	Time:		am/pm
Section 1 Nature of Concern / details of disclosure / other relevant information. <i>If a disclosure has been made record actual words used by the child/young person/adult.</i> <i>Include any other relevant information (witnesses, immediate action taken, First Aid, etc.</i>			

Signatures

To be signed by the person reporting the concern

Name _____

Job Title _____

Signed _____ **Date** _____

Date received and actioned Chief Executive

Name _____

Signed _____ **Date** _____

Section 2

Action taken by Chief Executive

Signed _____ **Date** _____

APPENDIX 7

COMPLAINTS AND COMPLIMENTS POLICY

The College Complaints and Compliments Policy can be found at :

<https://studentswcac.sharepoint.com/Gateway/Policies%20and%20Procedures/Forms/AllItems.aspx?id=%2FGateway%2FPolicies%20and%20Procedures%2FQuality%2FComplaints%20and%20Compliments%20Policy%20Nov%2017%2Epdf&parent=%2FGateway%2FPolicies%20and%20Procedures%2FQuality>

APPENDIX 8

DOCUMENT HISTORY

Version No. under review (Please see the front page)	Date of review (Date)	Who was involved in reviewing the document? (Name/s)	Were changes made to the document after reviewing? (Yes / No)	If changes have been made, please provide brief details:	New Version No.	If Yes, did the document need to go through consultation again? (Yes*/ No)	If Yes, did the document need to be Equality Screened again? (Yes*/ No)	If Yes, date those affected by document will be alerted of updated document (Date)
1	March 2021	Safeguarding Team	No		2			

* If you answered 'Yes' in columns E or F, you must forward details of additional consultation and/or screening to the Equality Officer.



Northern Ireland

Further Education Colleges

Safeguarding, Care & Welfare Policy

Covid-19 addendum

Approved by

Date

17.05.21

Signature of Principal and Chief Executive

Michael McAlister

Name of Principal and Chief Executive

South West College

Name of College

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SAFEGUARDING, CARE & WELFARE POLICY FRAMEWORK
COVID-19 ADDENDUM

[illegible]

1. Context

This addendum applies from 3 March 2021 and reflects the advice from the Public Health Agency (PHA), other relevant authorities and in particular the Department for the Economy and in light of the Covid-19 pandemic.

<https://www.economy-ni.gov.uk/publications/framework-safe-resumption-site-educational-provision-and-related-activity>

The information contained in this addendum applies to all staff, students, Board of Governors, volunteers and any third party.

This document sets out additional information to the current Safeguarding, Care and Welfare policy in light of Covid-19 and should be read in conjunction with that policy.

Unless stated here, the college's normal Safeguarding, Care and Welfare policy and procedures will continue to apply.

This addendum will continue to be updated in line with government guidance as and when appropriate.

In this addendum, when measures are outlined to protect children, young people, adults at risk of harm and adults in need of protection, this means not only those who are studying on campus but also those who are studying from home, for reasons due to Covid-19 for example, a regional or local lockdown, self-isolation or as advised by a medical professional.

2. Health and Safety measures in Covid-19

The college will prioritise the health and safety of staff and students/learners, in line with advice and guidance from relevant authorities including the PHA, aligned to the Department for the Economy framework for the safe resumption of on-site educational provision and related activity, ensure that all relevant risk assessments have been taken and appropriate guidance issued as required.

3. Core safeguarding principles

The college will continue to follow the statutory safeguarding guidance and the principles outlined in the college's Safeguarding, Care & Welfare policy.

4. Reporting concerns

It is essential that all college staff must continue to report any concern(s) about a child, young person, adult at risk of harm and adult in need of protection immediately, whether they are encountered in college or when interacting with students remotely, via on-line learning.

While there may be reduced staffing on a campus or working when working remotely at any given time due Covid-19, the procedures outlined in the Safeguarding, Care & Welfare policy for reporting of concern(s) should be followed and contact can be made with designated staff as outlined in the policy.

5. Code of Conduct

The Staff and Student Code of Conduct policies have been reviewed and updated to reflect changes in working practices and the increased use of on-line platforms in light of Covid-19. This document is called Covid 19 Safeguarding Guidelines for Staff and Students and available on both staff and student portals.

6. Return to campus activity

It is important that all staff and students complete the return to work and return to study guidance issued by the college, to confirm that they are fit for work and symptom free to enable return to campus activity. Guidance is provided on college website and links are available via the staff and student portals.

7. Monitoring attendance

Attendance registers will continue to be marked for online classes. Attendance is also monitored as part of the SWC Rag system. If a student's attendance is ragged as part of this overall system, as a concern, then they must be referred to the Learning mentor in Student Support. If a staff member has a concern that a student has not been engaging, or has disclosed they or another individual is at risk of harm they must report this immediately to the safeguarding team.

8. Online Safety

All staff, students, Board of Governors, volunteers and third parties who wish to use the college IT systems are required, as part of routine business, to agree to the College Acceptable Use Policy and comply with other relevant digital policies as directed. As a result of increased remote and online working compliance with these policies is critical to maintaining online safety. Further information can be found at SWC – College Gateway – Remote Working guidelines.

Any member of staff that has concern(s) about a child, young person, adult at risk of harm and adult in need of protection relating to on-line activity should make contact with a member of the safeguarding team.

9. Home study

It is important that all staff who interact with children, young people, adults at risk of harm and adults in need of protection including on-line, continue to look out for signs that a student may be at risk of harm or neglect and liaise, as required, with the safeguarding team.

All staff and students must adhere to the relevant guidance when teaching and learning remotely. The college will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

10. Providing additional support

The college is aware that this is a very difficult and challenging time for both students and their families. The safeguarding, care and welfare of every student is paramount to everything the college does and, now more than ever, the college must provide a safe learning environment that enables our students to feel secure.

Emergency Student Support contact details are below which we recommend every staff member should save in their phone:

Lifeline: 24/7 Crisis intervention, support and advice line 0808 808 8000

Inspire Counselling Service: 24/7 student counselling support 0800 389 5363

11. Staff and Volunteer recruitment

The college will continue to recognise the importance of safe recruitment procedures to ensure that those who work in South West College are safe to work in the college environment as noted in the Safeguarding, Care & Welfare policy.

In response to Covid-19, Access NI has made changes to its guidance on ID checking to minimise the need for face-to-face contact. For more information see below:

<https://www.nidirect.gov.uk/campaigns/accessni-criminal-record-checks>

12. Links with other policies

Throughout this addendum there have been references to a number of other college documents and policies that are relevant to Safeguarding, Care and Welfare. These have been reviewed in light of the Covid-19 pandemic, revised where required and further information is available via SWC College gateway – Policies and Procedures.

Appendix 1

IMPORTANT CONTACTS - SAFEGUARDING TEAM MEMBERS

THE INDIVIDUALS WITH RESPONSIBILITY FOR SAFEGUARDING, CARE AND WELFARE AT SOUTH WEST COLLEGE (*HEREAFTER REFERRED TO AS “THE COLLEGE” ARE:

Role	Name of Individual	Campus if applicable	Contact Details
Governing Body Safeguarding Lead	Nicholas O’Shiel	N/A	Nicholas.OShiel@swc.ac.uk 077 1112 6268
Safeguarding Lead	Sharon Pritchard	Enniskillen	07841 102 288 Sharon.pritchard@swc.ac.uk
Adult Safeguarding Champion	Ciaran McManus	Skills and Technology Centre	07545 205 256 Ciaran.mcmans@swc.ac.uk
Deputy Designated Safeguarding Officer	Tom Corr	Enniskillen	0787 6545 870 Tom.corr@swc.ac.uk
Safeguarding Assistant	Sharon Watters	Dungannon	0746 7339 370 Sharon.watters@swc.ac.uk
Safeguarding Assistant	Deborah Brown	Skills and Technology Centre	0739 1738 244 Deborah.brown@swc.ac.uk
Safeguarding Assistant	Nichola Melanaphy	Enniskillen	0781 8511 788 Nichola.melanahpy@swc.ac.uk
Safeguarding Assistant	Joanne Lucas	Cookstown	0777 6996 341 Joanne.lucas@swc.ac.uk
Safeguarding Assistant	Michelle O’Flaherty	Omagh	0754 5205 258 Michelle.O’flaherty@swc.ac.uk