



Estu Global Ltd

Safeguarding and Prevent Policy

Policy Statement

Estu is committed to ensuring it meets all its statutory duties and responsibilities to our learners and staff. We will support them to keep safe, healthy and free from harm whilst attending learning programmes and working. Estu informs all learners of the processes to follow if they have any concerns.

All staff who have regular contact with learners are Disclosure and Barring Service (DBS) checked prior to commencement of employment. Estu staff recruitment procedures require information about past convictions and pending cases, taking up appropriate references, and checking previous employment histories. Mandatory Safeguarding Training is completed by all staff working with learners.

Estu commits to transparent communication regarding its dedication to safeguarding to all learners, staff, and relevant stakeholders. Information about safeguarding procedures will be made easily accessible, and learners will be informed of the channels available to them for seeking support. This policy will be circulated with all staff, learners, subcontractors and customers.

Scope

Estu's safeguarding policy applies and is mandatory for:

- All Estu Staff
- Subcontractors
- Learners
- All other uses of Estu service

Introduction

The primary purpose of this policy is to establish a framework that ensures Estu maintains a safe and secure learning environment for learners, fostering their welfare and protecting them from harm. By providing clear procedures for identifying, reporting, and responding to concerns related to the safety and well-being of apprentices, this policy underscores our commitment to their holistic development. Estu takes as its starting point the principles set out in Keeping Children Safe in Education (2023) and seeks to apply these for all learners.

Definitions

Estu uses definitions of the term 'safeguarding' from statutory guidance.

Safeguarding children is defined in [Working together to safeguard children](#) as:

- Protecting children from maltreatment.
- Preventing impairment of children’s health or development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcomes.

Safeguarding vulnerable adults is defined in the [Care and support statutory guidance](#) issued under the Care Act 2014 as:

- Protecting the rights of adults to live in safety, free from abuse and neglect.
- People and organisations working together to prevent and stop both the risks and experience of abuse or neglect.
- People and organisations making sure that the adult’s wellbeing is promoted including, where appropriate, taking fully into account their views, wishes, feelings and beliefs in deciding on any action.

Prevent Duty

Introduced as part of the Counter-Terrorism and Security Act 2015, the aim of the Prevent Strategy is to reduce the threat to the UK from terrorism by stopping people becoming terrorists or supporting terrorism. Learners are vulnerable to extremist ideology and radicalisation.

Similar to protecting learners from other forms of harms and abuse, protecting them from this risk is part of Estu’s safeguarding approach and leaders and managers adopt the principles set out in the Prevent Duty guidance.

- Radicalisation is defined as the process by which people come to support terrorism and extremism and, in some cases, to then participate in terrorist groups.
- Extremism is “vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs; and/or calls for the death of members of our armed forces, whether in this country or overseas” (HM Government Prevent Strategy 2015).
- British Values – Democracy, Rule of Law, Respect, Tolerance and Individual liberty.
- Terrorism is an action that endangers or causes serious violence to a person/people, serious damage to property or seriously interferes with an electronic system. The use of threat must be intended to influence government or intimidate the public – this can be for the purpose of aiding a political, religious or ideological cause.

Estu will maintain a Prevent Risk Assessment to ensure that risk to staff and learners are minimised.

Responsibilities

Designated Safeguarding Lead (DSL)

Estu recognises the critical role of a Designated Safeguarding Lead (DSL) in championing safeguarding efforts. The DSL, appointed by Estu, will take the lead in ensuring the implementation of safeguarding policies and procedures.

Continuous training for the DSL will be prioritised, ensuring they remain informed about evolving legislation and best practices in safeguarding. The DSL will be supported by a Deputy Designated Safeguarding Lead (DDSL)

Estu Staff

All staff members at Estu involved in the delivery of learning programmes will complete safeguarding training. This training will empower staff to recognise signs of abuse, understand reporting procedures, and be fully aware of their responsibilities in safeguarding apprentices.

In the Safeguarding escalation we expect staff to follow the 5R's:

- 1. Recognise** – Staff to have an understanding of the signs that could hint to potential harm and neglect.
- 2. Respond** – If staff have a concern they will need to respond appropriately and do not ignore the situation. Staff do not need to have all the answers however the Safeguarding procedure has examples of responses.
- 3. Report** – Safeguarding concerns need to be reported to the safeguarding team.
Safeguarding team responsibilities:
- 4. Record** – Safeguarding team will record the concern as per the Safeguarding policy and procedures.
- 5. Refer** – Safeguarding team will refer to external agencies or signposting information.

Confidentiality

Promises of confidentiality should not be given to learners as concerns and disclosures maybe referred to external agencies. Confidentiality cannot be promised by Estu staff as any concerns should be passed onto the Safeguarding team. Confidentiality can be broken if the

following is present: A risk of harm to the learner, a risk of harm to others and mention of crime – victim or perpetrator.

As part of keeping confidentiality, the Safeguarding team will be transparent about the circumstances in which we will contact third parties with or without a learner's consent using a serious harm criteria to make this judgement.

Safeguarding Procedures – what should a learner do if they have a concern?

If learners have any safeguarding issues, they can speak to any member of Estu staff they feel comfortable speaking to.

All Estu staff are trained in safeguarding and know the Estu safeguarding procedures outlined in the operations model.

Estu staff are committed to the promotion of open conversations around safeguarding and wellbeing with learners and will encourage use of the resources available from the Safeguarding team. The team are available to contact for any concern during working hours via email and mobile.

Recruitment

New employees

All new Estu employees will be subject to DBS checks depending on their engagement with learners.

DBS checks

Staff who are on the updated service will be subject to checks every year to see if any changes have occurred. Staff with a physical DBS will be asked to renew every three years to ensure good practice and updated records. All staff will be asked to complete annual declarations every year to give the opportunity to update and disclose any changes.

External speakers

External speaker is used to describe any individual or organisation who is not a member of staff or learner who has been invited to speak to staff or learners. External speakers are subject to checks under the 'Prevent' policy and to ensure that speakers have a DBS check

when required. External speakers have a guidance document and a code of conduct to follow whilst working with Estu which sits in line with the main Safeguarding Policy.

Staff Training

The DSL and DDSL will all complete a higher level of safeguarding training.

All staff will receive at least a basic level of safeguarding training on an annual basis or as required, for example, when legislative changes are made.

During induction, all staff are required to familiarise themselves with the content of the policy and receive training on their responsibilities and how the policy will be implemented.

Learners at a potential risk of harm

Learners with LDD/SEND

A learner is defined as having a learning difficulty or disability if he or she has a significantly greater difficulty in learning than most others of the same age. A child or young person has SEND if they have a learning difficulty or disability which calls for special educational provision to be made for them.

All Estu staff need to be aware that these learners can have additional safeguarding challenges and can be impacted educationally by these. The Safeguarding team will log any learners with additional support needed and ensure these are in place.

Role of Estu's Curriculum in Learners' Personal Development

Our programmes will provide a broad and balanced curriculum, delivered by skilled professionals, so that our learners are enriched and understand safeguarding topics including harm, risks of harm and online safety. Our curriculum promotes respect, tolerance and diversity.

Our learners are encouraged to share their views and recognise that they are entitled to have their own different beliefs which should not be used to influence others. We will also aim to build learners' resilience to radicalisation by promoting fundamental British values and enabling them to challenge extremist views.

Mental Health and Well-being

Estu recognises the impact of mental health on the overall well-being of learners. We are committed to promoting positive mental health, destigmatising mental health issues, and

providing access to appropriate support services. Staff will be trained to recognise signs of mental health concerns, and learners will be informed about available resources.

Online Safety

Given the increasing reliance on digital platforms, Estu is dedicated to ensuring the online safety of its learners. This includes educating learners about the risks associated with online activities, providing guidelines for responsible online behaviour, and implementing measures to protect against cyberbullying and online exploitation.

When Estu uses remote teaching platforms such as Zoom or Teams, it is an expectation that all sessions have 'cameras on' as a starting point to ensure the well-being of all learners.

Implications for Estu Operations

- Leadership & management must ensure all staff are DBS checked and know where these records are kept.
- Ensure everyone who is associated with Estu, is familiar with this policy and know their role in implementing the policy.
- Ensure everyone who is associated with Estu, is aware of their responsibility to the Prevent Duty and know how to contribute to the implementation of the strategy.
- Ensure all staff are trained in safeguarding.
- Ensure Estu's DSL is known throughout the organisation.
- Ensure learners know what to do if they have a concern and how Estu defines different safeguarding concerns.

Continuous Improvement

Estu is committed to a culture of continuous improvement in its safeguarding practices. This includes staying abreast of developments in safeguarding legislation, incorporating feedback from apprentices and staff, and actively participating in relevant training and initiatives that enhance our ability to safeguard apprentices effectively.

The Safeguarding Policy will be reviewed as a minimum annually or when there is a change to legislation or guidance.

Key Roles

- Designated Safeguarding Lead (DSL): Anne-Marie Smith (anne-marie.smith@estuglobal.com)
- Designated Deputy Safeguarding Lead (DDSL): Chris Harper (chris.harper@estuglobal.com)

Date of last review: 24/02/2024