"Enabling Students to Accomplish their Academic Goal"

Safeguarding Framework

Address: Sanctuary House, 9 Lymington Avenue, N22 6EA
Email: info@bellmontcollege.co.uk
Tel: + 44 (0) 203 840 9294 + 44 (0) 203 929 7665
Website: www.bellmontcollege.co.uk

February 2024

Contents:

Bellmont College Safeguarding Framework Feb 2024 v2

1 A Statement of Intent

Bellmont College recognises that:
Bellmont College have the responsibility to safeguard the welfare of:

a) Students at risk of harm or radicalisation.

b) The welfare of staff and students for whom Bellmont College's duty of care is paramount.

c) Where Bellmont College has a duty of care, all individuals, regardless of age, disability, gender, ethnicity, religious belief, sexual orientation or gender identity, have the right to equal protection from all types of harm or abuse.

d) Bellmont College must work in partnership with those for whom we have a duty of care and with appropriate individuals and agencies to promote safeguarding.

For the purpose of this policy, Bellmont College has safeguarding responsibilities in relation to:

a) All current students.

b) Prospective students engaged in Bellmont activities.

c) Vulnerable adults registered as current students.

d) Vulnerable adults engaged in Bellmont activities as prospective students.

e) External organisations/individuals where Bellmont College is engaged in branded activities.

This policy covers the responsibilities of all members of Bellmont College engaged in any activity in which children and/or vulnerable adults are present.

All members of staff and students engaged in activities involving children and/or young people and/or vulnerable adults, either as a volunteer, workers or employees, are expected to familiarise themselves with all aspects of this framework and associated policies.

Additionally, it is recognised that some members of Bellmont College will be:

1. A vulnerable adult, as defined in Section 59 of the Safeguarding Vulnerable Groups Act 2006, is someone over the age of eighteen who is or may be unable to take care of themselves or is or may be unable to protect themselves against significant harm or exploitation, due to disability, age or illness.

2. A student at risk of harm or radicalisation, for the purpose of this framework, is one who is at risk of harm or exploitation relating to their physical, mental, psychological wellbeing or potential for being drawn into criminality.

Required to familiarise themselves with and adhere to the safeguarding policies of partners with whom Bellmont College works. This includes students who are registered for programmes that require them to engage in regulated activity.

The definition of safeguarding adopted by Bellmont College is the 'Protection of children, young people and vulnerable adults from harm or abuse'.

The purpose of this Framework is:

    a) To reflect the legislative context and take account of relevant guidance and good practice relating to the education sector.

    b) To provide protection for the children, young people and vulnerable adults who come into contact with Bellmont College.

    c) To provide staff, students and volunteers with guidance on procedures that must be adopted in order to ensure safeguarding in relation to children, young people and vulnerable adults and in the event that they suspect a child, young person or vulnerable adult may be experiencing, or be at risk of, harm.

Bellmont College policy framework is supported by a series of operating procedures relating to the above activities.

There are also legal and policy requirements relating to our engagement with others (e.g., Health and Safety, Equality Act) that are not outlined in this policy but must be observed.

Policies associated with this Framework include:

    a) Admissions.

    b) Prevent Duty and Safeguarding Guidelines.

    c) Health and Safety

Policies in relation to staff reside with HR.

This Framework has been developed in the context of relevant external legislation, The Safeguarding Vulnerable Groups Act (2006) and the Data Protection Act (2018).

2 Governance Structure and Responsibilities

2.1 Student Committee (SC)

Under the designated accountability to Quality Committee (QC), has responsibility for:

    a) Provision of guidance and support relating to safeguarding (relating to individuals and to specific populations).

    b) Development, review, update and dissemination of overarching policy and procedures.

    c) Consideration and adoption of specific policies from individual academic areas and departments.

    d) Delegation of responsibilities to individual academic areas and departments as appropriate.

    e) Responding to changes in legislation, regulation and guidance from appropriate external agencies.

2.2 The Lead Safeguarding Manager

The Academic Registrar is the Lead Safeguarding Manager (LSM). The LSM is the main point of contact for individuals wishing to report any incidents of harm or potential harm. The Academic Registrar is also the designated PREVENT Duty Officer and concerns should be raised in accordance with the PREVENT Duty guidelines.

The Lead Safeguarding Manager will be responsible for:

- Liaison with external agencies and ensuring highest level of confidentiality while ensuring that information is shared as necessary to safeguard individuals and Bellmont College's compliance with legislation, regulation, relevant guidance and Bellmont's reputation.

- Monitoring and reviewing policy and procedures in respect of safeguarding.

- Reporting as necessary to the Head of Quality or Board of Governors.

- Oversight of risk assessment activities when required.

The Deputy Safeguarding Manager is the nominated deputy for the LSM and the operational lead for safeguarding in Bellmont College. This will be the Head of Student Services.

Information, evidence and guidance will be sought from other officers of Bellmont College. Those officers will depend on the nature of the case:

- For those involving students, officers will normally, but not necessarily or exclusively, include the: Student Support Team Manager, Senior Management and Bellmont Quality Manager.

- For those involving a student who attended campus through events organised by the Bellmont College, officers will normally, but not necessarily or exclusively, include the: Head of HE Schools and the Senior Management.

The above-mentioned officers form a Safeguarding Panel which meets as necessary and is chaired by the Academic Registrar or Head of Student Services.

2.3 Faculties and Departments
Faculties and Departments are responsible for:

a) valuing the needs, views and best interests of those considered to be at risk.

b) adopting relevant protection guidelines through procedures for staff, students and volunteers.

c) recruiting staff and volunteers safely, ensuring all appropriate checks are made.

d) sharing information about safeguarding good practice with staff, students and volunteers and with any external agencies or individuals as appropriate.

e) sharing information about concerns with agencies who need to know and involving internal and external individuals appropriately.

f) providing effective management for staff and volunteers through supervision, support and training.

g) Identifying safeguarding officers within their own areas as necessary.

2.4 Information Sharing

Information will be shared in the case of a safeguarding issue or in circumstances where Bellmont College thinks the health and wellbeing of the student may be at risk. The rationale and parameters of this information sharing are set out in the Student Code of Conduct. Such information sharing complies with Data Protection legislation.

In other circumstances, information sharing will be governed through processes involving consent. Disclosure concerns must be shared with the LSO, Deputy LSO and/or the Data Protection Officer.

Relevant information will be shared with external agencies as required/appropriate and in accordance with data protection regulations.

Staff and students need to be aware that Bellmont College will report legitimate concerns or suspicions to appropriate agencies, always in accordance with relevant guidance and legislation (including Data Protection legislation). Staff and students should also be aware of their responsibility to advise designated safeguarding officers if they have cause to believe that a person covered by this policy is at risk, and to take action in line with current and relevant guidance as required.

3 Regulated programmes of study

3.1 Disclosure and barring checks

In accordance with current policy and legislation, Bellmont College will ensure appropriate disclosure and barring checks are in place for regulated programmes of study. These processes are set out in the following:

1. Admissions Policy.
2. Admission of Students with Criminal Convictions Policy.

3.2 Risk Assessments

Risk assessments, where required, are managed according to appropriate processes.The Placement and Work-Based Learning Team oversees risk assessments for programmes of study involving placement activity.

4 Criminal convictions

4.1 Applications

The Admission of Students with Criminal Convictions Policy sets out the way in which Bellmont College manages applications from those with criminal convictions. It should be noted that changes to Data Protection legislation in 2018 led to a fundamental review and revision of this policy and the limitation of when this information is requested.

4.2 Convictions during studies

Where a student has been convicted of a crime during their studies that leads to a non-custodial sentence, the student should refer to the Admission of Students with Criminal Convictions Policy to determine whether disclosure is required.

Where a custodial sentence of less than one year has been given the student will normally be suspended from their studies. For sentences longer than one year a student will normally be withdrawn from their studies, and informed that they may reapply on their release by following Bellmont College's processes.

In some circumstances a student's conviction may also lead to the student being considered under the Student Disciplinary Policy. In such circumstances the protocols and penalties under the Student Disciplinary Policy will be followed. This may include permanent expulsion from Bellmont College.

5 Vulnerable Adults

5.1 Students

It is possible that a current student could be/become a vulnerable adult. In such cases, the Health, Wellbeing and Fitness to Study Policy may need to be utilised. Where this is being considered, the requirements of that policy will be followed. The Safeguarding Panel will be utilised as necessary.

5.2 Visitors

Concerns around procedures and practice relating to vulnerable adult visitors will be referred to the relevant Departmental Director, depending on the reason for the vulnerable adult being onsite.

6 PREVENT Duty

The PREVENT Duty guidelines provide advice to staff on dealing with concerns in relation to potential radicalisation of students. Relevant policies also reference these guidelines.

In addition, all staff are required to complete online training on PREVENT, reviewed every three years.

Bellmont College Safeguarding Framework					
Version	**Date**	**Author/s**	**Amendments**	**Approved by**	**Next review**
1	March 2023	EWW	New Document	Advisory Board	October 2024
2	February 2024	EWW	Revised no update or changes made	Advisory Board	October 2024

Document Context	
This document relates to:	
Document/Policy	**Date/version**
Bellmont College Quality Assurance Handbook	February 2024 v2
Bellmont College Equality, Diversity and Inclusion Policy	February 2024 v2
Bellmont College Reasonable Adjustment & Special Consideration Policy	February 2024 v2
Bellmont College Complaints Policy	February 2024 v2