

FINANCE & EMPLOYMENT COMMITTEE

30th November 2011

ANNUAL CHILD PROTECTION AND SAFEGUARDING REPORT 2010/11

This report is being submitted for approval and referral to the Corporation.

1. Safeguarding Panel

The safeguarding panel continued to meet during the academic year to discuss ways of improving the College's safeguarding arrangements. Topics included :-

- The review of student interview form
- The review of HASP to ensure safeguarding questions are relevant
- The tracking of vulnerable learners either changing courses or returning to the College
- The review of Personal Emergency Evacuation Plans (PEEPs)
- Improvements in marketing the College's safeguarding arrangements to learners i.e. inclusion within the College prospectus
- Post 16 Multi Agency Group meetings
- Connexions learner lists
- Improvements to the College's safeguarding log and Looked After Children (LAC) log
- The review of 2010/11 action plan
- The review of accidents, incidents and near misses

Current members of the panel:-

- Val Thomasson, Link Governor
- Debra Baldwin, Director of Personnel and Senior Nominated Safeguarding Person
- Rachel Seddon, Assistant Principal, Faculty of Community Studies
- Jonathan Gill, Assistant Principal, Faculty of Technology
- Rob Dunn, Assistant Principal, Land Based Studies
- Mandy Davis, Head of Learner Services
- Gill Cooper, Health and Safety Advisor

2. Training

Mandatory training continued during the academic year. The Government introduced a revised structure for training purposes. This involved staff being allocated to one of 8 Groups to which specific training requirements had been allocated. The College therefore changed its approach to ensure that staff were trained to the new standards. An on-line training package was put in place to cover Group 1 and 2 training. Group 3 training was delivered as necessary by external trainers. Individual, specific training was organised for staff falling within Groups 4 to 8.

Safer recruitment training continued for new Senior and Middle Managers.

3. Reported Incidents

During the 2010/11 academic year 57 cases of potential safeguarding, child or vulnerable adult protection were reported to a member of the safeguarding panel and recorded on the College's safeguarding central log (68 during 2009/10). All potential child or vulnerable adult cases were referred to the appropriate authorities.

All safeguarding issues reported were investigated and dealt with appropriately. Those cases that remain open are regularly monitored and students continue to receive support and guidance from College and external staff in order to resolve their issues. Comprehensive central records are kept on these issues.

Analysis of 2008/09, 2009/10 and 2010/11 cases:-

- **Year comparison - gender**

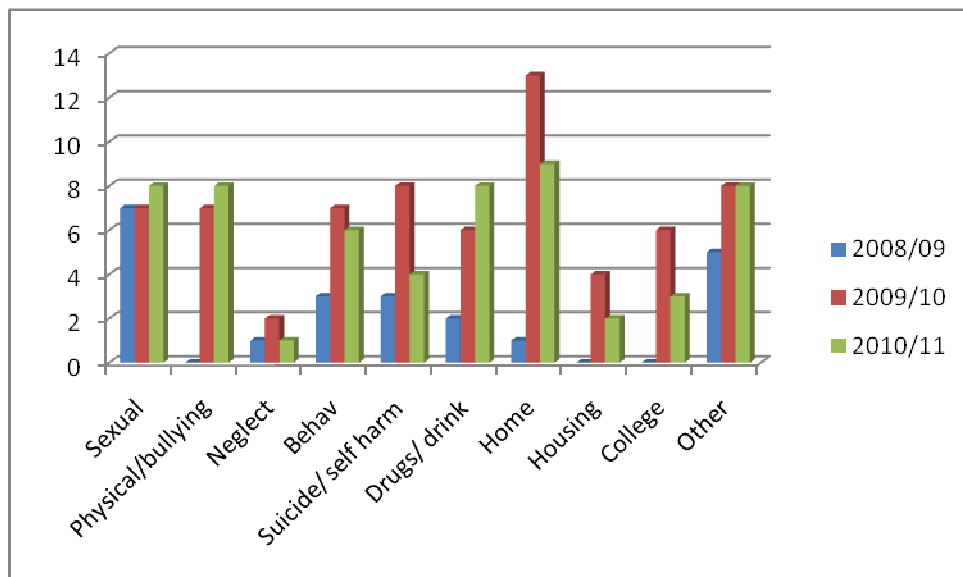
2008/09 – Male 55%, Female 41%, Not applicable 4%
 2009/10 – Male 47%, Female 37%, Not applicable 16%
 2010/11 – Male 56%, Female 44%

- **Year comparison – age**

	Under 18	18+	Not applicable
2008/09	41%	55%	4%
2009/10	33%	52%	15%
2010/11	35%	65%	

Key – ‘Not applicable’ relates to groups of students.

- **Analysis of incidents by category reported on central log 2008/09, 2009/10 and 2010/11**



4. Herefordshire Safeguarding Children's Steering Group

Debra Baldwin continued to represent the four Hereford Colleges on this Group. The Group consists of professionals involved in the safeguarding of children and vulnerable adults in the County. The Group met every 6 weeks with agenda items covering issues such as:-

- Ofsted inspection reports
- Promotion of E-safety
- Child Protection Plans
- Business Plan review
- Multi agency referral arrangements
- Serious case reviews
- Safeguarding campaigns
- Training events
- Safeguarding in Education report

At the Herefordshire Safeguarding Children's Board Steering Group meeting of 26th May 2011 Debra Baldwin presented an agenda item which provided members with an understanding of the main safeguarding issues experienced by the four Colleges. The Group was asked to consider :-

- Additional support on the training and development of College staff to deal appropriately with a range of incidents and situations
- Regular links to be put in place between the Colleges and agencies to assist and support in the dealing of safeguarding issues
- Regular updates to be provided to College Senior Designated Safeguarding persons regarding changes to legislation, guidance, procedure and personnel with Herefordshire agencies

Meetings then took place with Julie Gethins, HSCB Business Manager, with representatives from all four Colleges in order to improve communication.

5. Staff Records

The College's single record continued to be maintained by the Personnel Department. This document records details of each member of staff in terms of CRB and list 99 checks, right to work in the UK, qualifications and safeguarding training. It also records details of contractors, guest speakers and other visitors to the College.

6. Student awareness

Inserts into the Student diary and College prospectus were arranged. These inserts provided students and their families and guardians with details of the College's safeguarding arrangements.

West Mercia Police provided sessions to students and staff on internet safety.

A series of tutorials was established to cover a range of safeguarding and well being topics such as healthy eating.

7. Action Plan 2010/11

An action plan for the academic year was in place and regularly reviewed by the College's Safeguarding Panel.

Areas covered by the plan included :-

- Review of policies and procedures
- Staff training within the 8 group structure
- Student publications providing guidance on safeguarding arrangements
- Awareness of internet safety
- Safeguarding incidents were logged centrally and dealt with appropriately
- Maintaining the College's single record
- Test evacuations of College premises took place as regular intervals

Debra Baldwin
Director of Personnel and Nominated Child Protection Person
November 2011