

QUALITY AND STANDARDS COMMITTEE

27th November 2019

ANNUAL CHILD PROTECTION AND SAFEGUARDING REPORT 2018/19

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

This report covers the whole of the organisation including North Shropshire College who Herefordshire and Ludlow College merged with part way through the academic year on 1st November 2018.

1. Safeguarding and Equality and Diversity Committee

The Safeguarding Panel and Equality and Diversity Committee were merged in 2018/19. It was felt that the overlap of these areas was sufficient to warrant one meeting. The Safeguarding met once in October 2018 and the newly formed Safeguarding and Equality and Diversity Committee met twice, once in March 2019 and once in July 2019. Members of the newly formed Safeguarding and Equality and Diversity Committee were :-

- Tony Ford, (Link Governor)
- Igor Andronov (Link Governor)
- Laura Johnston (Link Governor),
- Jo Ricketts, Deputy Principal
- Debra Baldwin, Director of Personnel, Designated Safeguarding Lead and Equality and Diversity lead
- Viv McLaughlin, Head of Student Services, HLC
- Nigel Kedward, Team Leader, HLC
- Alison Wells, Safeguarding Coordinator, HLC
- Carl Morris, Head of Ludlow College and Director of North Shropshire College
- Laura Milatos, Business Development Coordinator, County Training, County Training
- Atlanta Hazlewood, Student Support Adviser, HLC
- Sally Cassels, Learner Services Officer, Ludlow College
- Sarah Harris, Student HUB Coordinator
- Jonathan Gill, Assistant Principal, Faculty of Technology Studies and Director of County Training
- Alyson Moon, Assistant Principal, Faculty of Community Studies and Faculty of Land Based Studies
- Neil Church, Team Leader, Ludlow College
- Bev Jackson, Head of Student Services, NSC
- Anna Gumbleton, Student Support Advisor, Ludlow College

The Safeguarding matters discussed at these meetings included:-

- MyConcern update
- Keeping Children Safe in Education – Part 1
- Terms of reference
- Peer on peer abuse
- Contextual safeguarding
- EHCP students and managing behaviour
- North Shropshire College merger
- DSL and Deputy DSLs update
- Review of individual safeguarding/child protection incidents
- Accidents and near misses statistic
- Amalgamation of Safeguarding Panel and Equality and Diversity Committee
- Safeguarding and Child Protection Annual Report 2017/18
- Herefordshire Prevent Steering Committee update
- Student and Staff medical conditions and medication
- Training update – Prevent, Peer on Peer, Contextual SG, CSE, MyConcern
- North Shropshire College SG and E & D arrangements
- Safeguarding and Child Protection Report 27th June 2019
- Keeping Children Safe in Education –September 2019
- Ofsted Inspecting safeguarding in early years, education and skills settings
- LAC/PEP update
- Shropshire and Herefordshire Safeguarding Board new arrangements
- County escalation processes
- Prevent related plans, policy and strategies
- Safeguarding action plan review

2. Prevent Duty

The College continues to take its Prevent Duty seriously and regularly reviews its arrangements in this respect. It continues to have a risk assessment, strategy and action plan in place which is reviewed. NSC had a Prevent Policy in place as opposed to a strategy and action plan which covered similar issues. These documents will be merged for 2019/20 and the Q & S Committee will have sight of the draft.

Links to the Herefordshire Channel Panel continue with the College's Designated Safeguarding Lead meeting, and receiving updates, with and from a member of this group on a regular basis. The College has also engaged in the Police initiative 'Project ARGUS' which provides advice and guidance to organisations regarding their security and the management of a potential intruder and/or attack.

Staff continue to receive on line and face to face training. Students have information provided to them at face to face training each year in November and within their induction and tutorial time.

The Herefordshire and Ludlow College part of the organisation uses the Police 'Run, Hide, Tell' system in the event of an intruder or attack. North Shropshire College use this method as well but also have a full 'lock down' procedure in place as well. These arrangements will be merged and the 'Run, Hide, Tell' system used only.

The College continues to monitor and review its related policies including; Safeguarding Policy, External Speakers Policy and the Lockdown Policy.

3. Reported Incidents

The College used different recording methods during 2018/19. The whole College were due to move over to the MyConcern electronic system for the start of the 2019/20 academic year.

3.1 North Shropshire College

175 Students supported for safeguarding and wellbeing reasons requiring the College's ongoing early help support.

Campus	Oswestry		Walford	
Total students supported under safeguarding September 2018 – June 2019	107		68	
Age:	16-18yrs	93	16-18yrs	60
	19yrs+	14	19yrs+	8
Gender:	Male	33	Male	20
	Female	72	Female	48
	Trans-female	2	Trans-female	0
	Trans-male	0	Trans-male	0
Looked after children - LAC	12		17	
Students supported by:				
	28		17	
Social Services Support - Safeguarding	Compass or S47 referral	2	3	
	Child protection plan	2	0	
	Child in need plan	4	2	
	SS Early help	3	8	
College safeguarding risk assessment	CSE – SSCB Panel	6	2	
	Behaviour	15	19	
Substance misuse team	8		0	
CAMHS/ BEEU	11		4	
Targeted youth team/Enhance	23		1	
College counselling service	26		31	
Foodbank support	16		2	
College mentoring	59		46	
Issues supported by type: (some students have multiple types)				
Behaviour/anger management	15		6	
Substance abuse	14		0	
Emotional harm	5		15	
Physical Harm	1		0	
Domestic violence	3		1	
Self-harm	12		9	

Bereavement	2	1
Gender Dysphoria	2	0
Anxiety	29	22
Mental health	39	9
Family	48	8
Social media concerns	28	20
Pregnancy	14	1
Other	23	13

3.2 Hereford, Holme Lacy and Ludlow College

- **Incidents recorded - comparison**

2016/17 - 170

2017/18 - 244

2018/19 - 395 (includes County Training)

395 new cases of safeguarding, child protection, Prevent or vulnerable adult protection were reported in 2018/19 on MyConcern. This generated some 835 different category concerns with most students experiencing more than one issue.

The main categories of concern were:-

Wellbeing	235
Attendance concerns	36
Emotional health	61
Anxiety	39
Significant incident	34
Peer on peer abuse	29
Mental Health	47
Behaviour	33
Progress concerns	57

Alison Wells, Safeguarding Coordinator, continued to undertake the majority of work with teaching staff in order to manage the various situations that their students were experiencing. Atlanta Hazlewood and Anna Gumbleton, Student Support Advisers, supported over 100 students some with low level issues and other with serious safeguarding and/or child protection issues.

Regular reports continued to be presented to the College Management Team, the Safeguarding Panel and Safeguarding and Equality and Diversity Committee, the Quality and Standards Committee and the Board.

- **Year comparison - gender**

2016/17 - Male 40%, Female 60%

2017/18 - Male 41%, Female 59%

2018/19 - Male 43%, Female 57%

- **Year comparison – age**

	Under 18	18+
2016/17	66%	34%
2017/18	64%	36%
2018/19	65%	35%

Monthly breakdown for the year shows the majority of concerns being raised in September and November 2018 and July 2019. September and July seem to be linked to the beginning and end of the academic year. This will be monitored over the following years.

4. MyConcern

This electronic system of recording vulnerable students, incidents and actions was implemented at Hereford and Holme Lacy Campuses in May 2018. County Training staff started to use the system in August 2018 with Ludlow College staff and students were being added in May 2019. North Shropshire staff started using the system in August 2019. The 2019/20 annual report all data will be integrated and come from the MyConcern system.

The administration of the system is undertaken by a few staff around the organisation who work within the relevant areas - Ali Wells, Hereford and Holme Lacy, Laura Milatos, County Training and Sally Cassels, Ludlow College. Bev Jackson at NSC will be the administer for North Shropshire College.

Although the system was originally designed for use in schools its developer, One Team Logic, are keen to adapt it for use in College settings so have been working with the College to change and add features. The system is must more effective now.

Staff are becoming use to reporting via this system and are starting to use it to its full effect. The chronological data is proving invaluable in ensuring that all information is known to the relevant people and can be used to give accurate details to external agencies such as the Police.

5. Designated Safeguarding Lead and Deputies

As the organisation grows in staff and student numbers the role of Deputy Safeguarding Lead has been introduced. There are 5 DDSLs within the College, Ali Wells, Safeguarding Coordinator, Alyson Moon, Assistant Principal, Faculty of Community Studies and Land Based Studies, Carl Morris, Head of Ludlow College and North Shropshire College, Bev Jackson, Head of Student Services (NSC) and Jonathan Gill, Assistant Principal, Faculty of Technology Studies and Director of County Training. The DSL remains as Debra Baldwin, Director of Personnel. These six staff meet on a regular basis and hold the responsibility of ensuring that safeguarding arrangements in the organisation are effective and comprehensive. DDSLs are able to act in the same way as the DSL. These arrangements are working well and ensure that that number of high level issues are shared out amongst these members of training staff.

6. Looked After Children (LACs)

The College's LAC students continue to be supported by the Learner Services Department who ensure that the College's legal responsibilities are adhered to. LAC students perform extremely well at the College and are well supported by their teaching and management staff. LAC students are identified at application stage and are flagged on the College's Management Information System and are monitored through departmental systems such as team meetings and Quality Summits.

The term is also used to describe 'accommodated' children and young people who are looked after on a voluntary basis at the request of, or by agreement with, their parents.

7. Vulnerable learner flag

This flag is used on the College's MIS system to identify learners who are recorded on its safeguarding system. The flag ensures that the learner is highlighted to teaching and management staff when they apply for a course at the College.

The VL flag ensures that the relevant teaching staff and middle and senior managers are informed when a student, with a VL flag on their central record, applies for a place within their faculty. The senior manager can then access the safeguarding log to see the reasons for the VL flag. This helps to ensure that the learning is continually supported, wherever they study in the College, and also ensures that those students who have been refused a place previously are considered and risk assessed again.

8. Risk assessment procedure

The risk assessment policy and procedure is used on a regular basis, particularly at enrolment time. The procedure is designed to assess the risk of relevant students for a number of reasons. Students with criminal convictions or showing inappropriate behaviour will be assessed using the tools within the policy. The purpose is to ensure that the student, their peers and teaching staff are safe.

The risk assessment is undertaken by the Team Leader, Assistant Principal and signed off by the Principal or Designated Safeguarding Lead.

9. The Disclosure and Barring Service and Teaching Prohibition

The DBS, Teaching Prohibition and List 99 systems continue to be used to ensure that, as far as practicably possible, staff are checked for any previous criminal offences, ongoing investigations, warning or investigations that may affect their employment with the College.

Both HLC and NSC hold a single record which is being merged into one for the whole organisation.

10. Training

The Local Safeguarding Children Board's Universal, Targeted and Specialist training continued to be used for staff during the 2018/19. A mixture of online and face to face training was undertaken using both internal and external trainers.

All staff undertake the Universal training via an on line package or a face to face session, teaching staff undertake a one day training course for the Targeted training. The DSL and Deputies undertake LSCB Specialist training.

Adhoc sessions were arranged throughout the year which cover emerging issues such as County Lines, Peer on Peer abuse, contextual safeguarding and child sexual exploitation. General safeguarding sessions were arranged throughout the year.

Students also received safeguarding information and development through their induction and tutorial process. External speakers were brought in as well.

Anna James an external consultant continued to deliver sessions on staff development days around peer on peer, sexting, County Lines, exploitation, disclosures, boundaries, procedures, consequences, social media, data protection and mental health awareness.

11. Herefordshire Safeguarding Children Strategic Board and Shropshire Safeguarding Children Board.

Debra Baldwin, Director of Personnel and Designated Safeguarding Lead (DSL) continued to be a member of the Strategic Board prior to changes being made to the organisation Countrywide.

The Government decided that Local Safeguarding Children Boards should change into Partnership Boards between the 3 key agencies, Police, Health and Local Authority. In Hereford this meant a change to the College's involvement in these arrangements. Debra Baldwin is due to sit on the Quality and Effectiveness Group which will sit directly under the Partnership Board. Ali Wells, Safeguarding Coordinator will continue to meet with other DSLs in Education which will become part of the other all Herefordshire structure in the future.

Sally Cassels, Learner Services Officer, Ludlow College, and Bev Jackson, Head of Student Services, have links with the Board in Shropshire and receives regular updates.

12. Action Plan 2018/19

The action plan for 2018/19 has been revised and actioned recorded. The plan has then been updated to reflect the requirements for the following year.

13. Governors Workshops

The DSL, Debra Baldwin, delivered a workshop to Governors on 30th April 2019. The workshop covered a number of safeguarding issues and in particular child sexual exploitation, grooming, peer on peer abuse, County Lines, contextual safeguarding and the Prevent Agenda. Actual College case studies were used for Governors to assess and agree a plan of action. The workshop was well received and Governors found it to be informative.

14. Keeping Children Safe in Education

A revised draft was issued in June 2019. This document was circulated for consultation with a view to implementation in September 2019. The document outlines the responsibilities in the Education and provides the College with an invaluable source of guidance. Part 1 of the document is for all staff to be aware of so was emailed out via the College's noticeboards at NSC and HLC. Training will be provided to staff on the document and the key changes from the previous version.

Debra Baldwin
Director of Personnel and Designated Safeguarding Lead
18th November 2018