

OFFICIAL
Safeguarding_Apprenticeships_and_Cadets_Policy_v1.0_Aug20

 West Mercia POLICE		POLICY
Security Classification	OFFICIAL	
Disclosable under Freedom of Information Act 2000	Yes	

POLICY TITLE	Safeguarding Apprenticeships and Police Cadets
REFERENCE NUMBER	WMP101
Version	1.0

POLICY OWNERSHIP	
DIRECTORATE	BUSINESS SERVICES
BUSINESS AREA	PEOPLE & ORGANISATIONAL DEVELOPMENT

INITIAL IMPLEMENTATION DATE	August 2020
NEXT REVIEW DATE:	August 2023
RISK RATING	LOW
EQUALITY ANALYSIS	LOW

West Mercia Police welcome comments and suggestions from the public and staff about the contents and implementation of this policy.
Please e-mail contactus@westmercia.pnn.police.uk

1.0 POLICY OUTLINE

This policy sets out the overarching principles that guide West Mercia Police's approach to ensuring that the welfare of young people and vulnerable adults is promoted and safeguarded.

West Mercia Police works with children, families, and vulnerable adults as part of its apprenticeship, recruitment and Police Cadet activities. These include:

- Provision of teaching, learning and assessment of apprentices
- The provision of Police Cadet opportunities
- Attendance at career/apprenticeships events
- Visits and delivery of workshops in a range of settings including police premises, schools and other training establishments.

2.0 PURPOSE OF POLICY

To fulfil legislative duties as determined by the following:

- The Children Act 1989 (as amended).
- The Children and Social Work Act 2017
- The Safeguarding Vulnerable Groups Act 2006
- Working Together to Safeguard Children 2018
- Keeping Children Safe in Education 2018.

To protect children, young people and vulnerable adults who participate in apprenticeship and cadet activities with West Mercia Police through:

- providing a safe environment for young people and vulnerable adults
- identifying young people and vulnerable adults who are suffering, or likely to suffer significant harm; and
- taking appropriate action to see that such young people and vulnerable adults are kept safe, both at home and at work.

Legislatively, it is recognised that the organisation has a responsibility for safeguarding children under the age of 18 and vulnerable adults. Within this organisation, this applies to Police Cadets and apprentices under the age of 18. However, for best practice purposes, and to support the Wellbeing Strategy, the principles of safeguarding vulnerable individuals will apply to all officers, staff and volunteers.

3.0 DEFINITIONS OF SAFEGUARDING

West Mercia Police uses the definition of the term 'Safeguarding' from the statutory guidance 'Working Together to Safeguard Children' as:

- protecting children from maltreatment
- preventing impairment of a child's health or development
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and
- 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
- recognising that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances and therefore potential risks to their safety or well being.

4.0 PROVIDING A SAFE ENVIRONMENT

West Mercia Police are committed to providing a safe environment through:

- valuing, listening to and respecting children, young people and vulnerable adults
- appointing a nominated child protection/safeguarding lead
- developing child protection and safeguarding policies and procedures which reflect best practice
- using safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have procedures to help us deal effectively with any bullying that does arise
- developing and implementing an effective online safety policy and related procedures
- sharing information about child protection and safeguarding best practice with children, their families, staff and volunteers via leaflets, posters, group work and one to one discussions
- recruiting staff and volunteers safety, ensuring all necessary checks are made
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures

- implementing a code of conduct for staff and volunteers
- using out procedures to manage any allegations against staff and volunteers appropriately
- ensuring that we have effective complaints and 'whistle-blowing' measures in place
- ensuring that we provide a safe physical environment for children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- recording and storing information professionally and securely

5.0 ROLES AND RESPONSIBILITIES

Lead for Safeguarding and Child Protection –

Chief Inspector – Head of Vulnerability and Safeguarding

Inspector – Police Cadet Lead

Managers are responsible for ensuring that officers and staff follow this policy and its related procedures and, where appropriate, receive safeguarding training to support their responsibilities and level of contact with children and vulnerable adults.

Officers, staff and volunteers are responsible for carrying out their duties in a way that actively safeguards and promotes the welfare of children and vulnerable adults. They must also act in a way that protects them from wrongful allegations as far as possible. They must bring safeguarding concerns to the attention of the safeguarding leads.

6.0 RELATED POLICIES AND PROCEDURES

This policy should be read alongside organisational procedures including:

- West Mercia Police Cadets Child Safeguarding Protocol
- West Midlands Child Protection and Safeguarding Procedures Manual
- Vulnerability and Safeguarding (Overarching) Policy
- Adult Safeguarding Procedure
- West Midlands Adult Safeguarding Multi Agency Procedure
- Raising Concerns ('Whistle Blowing') policy
- Fairness at Work Policy and Procedure
- Welfare Services Policy
- Health and Safety Policy
- Code of Conduct
- Vetting guidelines
- GDPR policy

7.0 CONSULTATION

This policy has been through consultation with Federations, UNISON, Legal Services, Risk Management, Health and Safety and Equality and Diversity and the Critical Friends.

<i>Business Lead Consulted</i>	<i>Date Consulted</i>
Tracey Cooper	July 2020

Local Stakeholders

Apprenticeship Project Board

HR Business Partners

8.0 DOCUMENT HISTORY

The history and rationale for change to policy will be recorded using the below chart:

Date	Author / Reviewer	Amendment(s) & Rationale	Approval / Adoption
		Previously approved at JNCC meeting	JNCC 21/03/2019
July 2020	Gill Christie	Reviewed – no changes reverted to West Mercia Policy	Aug 2020