

**Outcomes
First
Group.**

**ACORN EDUCATION
AND CARE**

OptionsAutism

Outcomes First Group's Safeguarding Statement

Group Safeguarding Statement

Our Vision



We will build incredible futures by empowering vulnerable children and adults in the UK to be happy and make their way in the world.

Our Mission

Every day we improve the lives of those we educate and look after, their families and communities through a relentless focus on learning and caring.



Our Promise

We are kind to ourselves
and each other...

we work together...

and we make things happen.

Outcomes
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Safeguarding is everyone's responsibility

Aims & Purpose

This policy statement sets out the aims, purpose and ethos of safeguarding across the Outcomes First Group and the roles and responsibilities of all staff, volunteers and contractors working throughout the organisation. It applies to everybody working in any capacity for, or on behalf of, the Outcomes First Group.

Safeguarding and the protection of children and adults at risk must always be the highest priority and at the forefront of everything we do. The Group is fully committed to ensuring that all of the people we support are effectively safeguarded in all the services we provide.

It is essential that everybody working for the Group understands their safeguarding responsibilities.

The Group has a comprehensive set of safeguarding policies that all staff and volunteers must be familiar with. This Safeguarding Statement should be read and understood alongside the related policies and procedures that are listed in the table at the end of this document.

The Outcomes First Group Pledge

We pledge to:

- Keep children, young people and adults safe, and care well for them.
- Help children, young people and adults to get a good education (to help them achieve and enjoy their education).
- Help children, young people and adults to be healthy and enjoy their lives.
- Support children, young people and adults with their future and next adventure.

Our Ethos

We recognise the importance of providing and promoting an ethos and environment within all of our settings and services that will help children and adults to feel safe, secure and respected, encourage them to talk openly, and enable them to feel confident that they will be listened to.

Our Group settings and services will provide stable, secure and predictable environments to support the welfare and safety of all those we educate and care for who will be looked after in line with our safeguarding policies (see Table below). We believe that a proactive, whole setting approach is the most effective way to keep children and adults at risk safe. Safeguarding and protection are embedded in all decisions, planning, policy and day-to-day operations and activities.

Group Safeguarding Statement

We want all those who use our services to feel safe and trust the staff that are looking after them and teaching them. Staff aim to create positive relationships that encourage the children and adults to talk to them about anything that is bothering them. We understand that those who have experienced trauma or abuse or witnessed violence may find it difficult to trust people.

Our Approach

The Group adopts a *Contextual Safeguarding* approach. We recognise that the different relationships that people form in different environments, such as in school, online and in the local and wider community can feature violence, abuse and exploitation. This approach recognises that people are vulnerable to abuse in a range of social contexts. It raises awareness of sexual exploitation, missing children and vulnerable adults, gangs, county lines, radicalisation, modern slavery and all forms of criminal exploitation. The Group has a range of policies (see below) that provide more information on these areas, how to recognise risks and signs, and what to do if they believe someone we support is at risk of harm or is being harmed.

Our education and care settings will help those we support to develop skills they need to help them stay safe, in the offline and online worlds. For those children and adults we support who are non-verbal or have limited receptive and expressive communication and learning disabilities, more direct on-going observation is often required to help keep them safe, along with the direct modelling of safe behaviour by those responsible for their care and education. The support required will always be tailored to meet the individual's needs and be clearly set out in their Care Plan.

Partnership working and sharing information

We recognise that partnership working and sharing of timely, appropriate information is key to keeping children and vulnerable adults safe. Staff are trained in GDPR and must comply with the Group's Data Protection Policy. Staff also understand that GDPR is not a barrier to sharing safeguarding information. Safeguarding concerns must always be passed on. Information can be shared, with the appropriate agencies, without consent where there is good reason to do so, and the sharing of that information will enhance the safeguarding of a child or adult at risk in a timely manner.

Safer Recruitment

The Group is wholly committed to recruitment and selection procedures that help to deter, reject or identify people who might abuse or cause harm to children and vulnerable adults, or are otherwise unsuited to work with them. The Group's Safer Recruitment Policy sets out the processes which must be followed for the recruitment of staff and volunteers; this includes the requirement for comprehensive safeguarding checks, including enhanced DBS checks.

Roles & Responsibilities

The Group recognises the important role it has in helping to protect and keep safe those we care for and educate and supporting them to develop essential skills to stay safe.

We have a responsibility to ensure appropriate and effective policies, procedures and working practices are in place across the Group to help safeguard all those we care for and educate.

All staff and volunteers receive regular training and support to help them recognise signs and concerns about a child or adult at risk and how to respond if they disclose that they are experiencing harm or at risk of experiencing harm.

Group Safeguarding Statement

Each setting has a Safeguarding Lead; schools have a Safeguarding Governor, and Homes have a Responsible or Nominated Individual to oversee safeguarding in the setting.

Staff are in a close position to children and vulnerable adults and know them well and are likely to notice if they are behaving in a way which could possibly indicate that they are being harmed or exploited. Any concerns, whether these are nagging doubts, worries or based on information told to them, must be reported immediately to the Safeguarding Lead, both verbally and in writing.

If a member of staff has reason to believe that a child or vulnerable adult is experiencing harm or is at risk of harm, the reporting process set out in their service's Safeguarding Policy (see table below) must be followed immediately.

Staff must:

- report concerns to the setting's Safeguarding Lead (or Deputy) verbally
- follow up on the same day and document on the electronic recording system.
- Be aware that they are responsible for ensuring that action has been taken on the following day and that the concern is documented on the electronic system.
- If timely, appropriate action has not been taken, they have a duty to escalate their concerns to the Residential Manager/Headteacher or the Regional Director.

Where a child or adult discloses information to a member of staff they must:

- Reassure them that they are being taken seriously and they will be supported and kept safe.
- Accurately record what has been said in their words.
- Not promise to keep what they are told secret. Explain that they have a duty to share information to keep them safe and protect others.

The Safeguarding Lead will consider all information and then, in cases of serious concern, report this within one working day to the Local Authority, Placing Authority and other key parties.

The setting's Safeguarding Policy includes the local arrangements for safeguarding relevant to the location in which staff work (these arrangements may vary by Local Authority area). All staff should be familiar with these procedures.

The Group Head of Safeguarding or Safeguarding Adviser can be contacted for advice and support at: safeguarding@ofgl.uk

All allegations must be taken seriously. Where an allegation is made about a member of staff, the Managing Allegations Against Staff Procedure (see Table below) must be followed and the Regional Director; Human Resources (hroperationsadvice@ofgl.co.uk) and Group Head of Safeguarding/Safeguarding Adviser (safeguarding@ofgl.co.uk) must be notified.

The safety and wellbeing of the child or adult is paramount. If staff have reason to believe that a child or vulnerable adult is in immediate danger, staff must immediately contact 999.

Table showing Safeguarding and related policies by service and where to find them

Policy	Schools	Children's Care	Integrated Care and Education sites (Children)	Adult Care	Adult Education
Safeguarding Policy	On school website	Under 'Children's Care' on Engage (England, Wales)	On setting's website	Safeguarding Adults Policy (On Engage)	On college website
Child-on-Child Abuse Policy (includes Sexually Harmful behaviour Guidance) & risk assessment	On school website	Use policy on Engage under 'Children's Education'	Setting's website	Peer-on-Peer Abuse is covered in Safeguarding and Positive Behaviour policies (On Engage)	See Adult Care Policy (on Engage)
Exploitation Policy (sexual and criminal)	Engage under 'Children's Education'	Engage under 'Children's Care'	Engage	Under development	Under development
Protection from Radicalisation Policy	Engage under 'Children's Education'	Engage under 'Children's Care'	Engage	Under development	Under development
Positive Behaviour/Behaviour Management Policy	School website	Engage under 'Children's Care'	Setting's website	Engage under 'Adult Care & Education'	Engage under 'Adult Care & Education'
Staying Safe Online	Engage under 'Children's Education'	Engage under 'Children's Care'	Engage under 'Children's Education'	Engage under 'Children's Education'	Engage under 'Children's Education'
Gaming Best Practice Guidance	Engage under 'Children's Education'	Engage under 'Children's Care'	Engage under 'Children's Education'	Engage under 'Adult Care & Education'	Engage under 'Children's Education'
The Use of Restrictive Practices and Restraint Terms of Reference	Engage under 'Children's Education'	Engage under 'Children's Care'	Engage under service area	Engage under service area	Engage under service area
Missing from Care/ Education	In Safeguarding Policy	Engage under 'Children's Care'	Engage under 'Children's Care' & in Safeguarding Policy	Under development	Under development
Smart Technology & Mobile Devices Policy (Education)/ Phones & Internet Access Policy (Care)	Engage under 'Children's Education'	Engage under 'Children's Care'	Engage under 'Children's Education' and 'Children's Care'		

Policy	Schools	Children's Care and Residential Schools	Integrated Care and Education sites (Children)	Adult Care	Adult Education
Notifiable Events Policy		Engage under 'Children's Care'	Engage under 'Children's Care'	Engage under 'Children's Care'	Engage under 'Children's Care'
Medication Policy	Engage under 'Children's Education'	Engage under 'Children's Care'	Engage under 'Children's Care'		
Safer Recruitment Policy	Engage under 'Human Resources'				
Data Protection Policy	Engage under 'Data Protection'				
Photography of Injuries and Medical Conditions Policy	Engage under 'Safeguarding'				
Managing Allegations Against An Employee Procedure	Engage under 'Safeguarding'				
Guide to dealing with allegations & safeguarding concerns.	Engage under 'Safeguarding'				
Escalation Procedure	Engage under 'Safeguarding'				
Managing Allegations Procedure Flow Chart Appendix I	Engage under 'Safeguarding'				
Investigation Phase Flow Chart Appendix II	Engage under 'Safeguarding'				
Allegation Management Risk Assessment Template	Engage under 'Safeguarding'				
Health & Safety Policies	Engage under 'Health & Safety'				

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