



Axia
Solutions

Safeguarding for employers

An employer's guide for safeguarding
employed learners



What is safeguarding?

Safeguarding is defined by the Children's Act 1989 & 2004 and it states that agencies and organisations working with young or vulnerable adults should take all reasonable measures to ensure that the risks of harm to the individual's welfare are minimised.

The types of harm could be:

- ▶ Physical
- ▶ Neglect
- ▶ Cyber and financial bullying
- ▶ Emotional or psychological
- ▶ Sexual abuse or exploitation
- ▶ Radicalisation

Particular indications of harm could be:

- ▶ Showing wariness and distrust of adults
- ▶ Aggressive or demanding behaviour
- ▶ Suicidal feelings or attempts at suicide
- ▶ Inconsistent explanation of injuries
- ▶ Abusing alcohol or drugs
- ▶ Being withdrawn
- ▶ Low self esteem
- ▶ Difficulty concentrating
- ▶ Reluctant to go home



Factors contributing to harm could be:

- ▶ Isolation and lack of family support
- ▶ Drug and alcohol problems
- ▶ Stress or taking care of a family member
- ▶ Poor childhood experiences
- ▶ Low self-esteem and self confidence

The presence of one or more of these factors does not by itself prove that a learner is being harmed or is at risk of harm but it can alert you to the possibility that they may be at risk. More serious effects will occur if no one takes action to stop the harm and protect the learner.

Our commitment

Axia Solutions is committed to taking action to safeguard and promote the welfare of young people and vulnerable adults receiving education from Axia Solutions. We expect all staff and stakeholders to share this commitment, including employers who have taken on apprentices. As the employer of an apprentice you have a duty of care towards your apprentice.

Who do we need to safeguard?

We need to safeguard any learner employed by your company and undergoing training and education with Axia Solutions and in particular learners who are under the age of 18 and any vulnerable adults over the age of 18.

Why is safeguarding necessary for employed learners?

In the Working Together to Safeguard Children guide, further education institutions are identified in relation to their duty of care to safeguard and promote the welfare of children, young people and vulnerable adults. This includes learners in the workplace. It also means that the workplace should be able to identify and act on problems outside of the learners work.

It is the responsibility of the employer to ensure the team working alongside any learners is free from convictions and of sound character and judgement and will not pose any threat or danger to learners.

Roles and responsibilities of employers and staff:

- ▶ To understand what is meant by safeguarding and promoting the welfare of learners and the different ways in which they can be harmed.
- ▶ Be aware of the statutory duty to safeguard and promote the welfare of the learners (in accordance with the Children's Act 1989 and 2004).
- ▶ Be familiar with guidance and procedures within Axia Solutions. For example who to report suspected harm to and appreciate their own roles and responsibilities.

If you do suspect harm then you must follow these procedures:

- ▶ Inform the designated safeguarding person. DO NOT investigate. Investigating is the role of the designated safeguarding person who will decide whether to involve a third party such as the police or social services. The designated safeguarding person will take advice from the appropriate organisation for the best course of action.
- ▶ It must be treated as a priority and the designated safeguarding person must be contacted as soon as possible.
- ▶ If you are in any doubt contact the designated safeguarding person for advice.



If a young person or vulnerable adult discloses information to you, you must:

- ▶ Listen non-judgementally and stay calm.
- ▶ Ask open ended questions to clarify but do not investigate.
- ▶ Do not promise confidentiality. Explain that you may need to talk to an appropriate person immediately.
- ▶ Do not gossip about the information that has been disclosed. Only talk to appropriate people.
- ▶ Reassure the young person, but avoid unnecessary physical contact.
- ▶ Avoid giving any opinion or offer advice.

Safeguarding Contact Details

Designated Safeguarding Lead:

Yvonne Licata
T: 01782 572760
E: yvonne@axia-solutions.com

Deputy Designated Safeguarding Lead:

Victoria Harte
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If you have any questions about your responsibilities for safeguarding you can speak with your work-based trainer or tutor. Alternatively you can contact the Designated Safeguarding Lead or Deputy Designated Safeguarding Lead.

You can access Axia's safeguarding policy via our website: www.axia-solutions.co.uk