

# Stockport County Football Education

## Safeguarding & Prevent Policy



# Football Education

Originator:	Lucy Connell (Head of Education)
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Approved by:	Sarah Donohoe (TCG)



## Introduction

At Stockport County Football Education, the safety and welfare of our young people is paramount. Due to the day-to-day contact with young people, our staff are well placed to observe well-being and any cause for concern or signs of abuse. All adults working within the Stockport County Football Education programme must protect children from harm and abuse and be aware that any young person may be at risk of harm and abuse. We have a duty to safeguard and promote the welfare of our young people (*students under 18 years in FE institutions*) under the Department for Education publication, **'Keeping Children Safe in Education' (September 2020)** and the statutory guidance **'Working Together to Safeguard Children'** and vulnerable adults (*students over 18 years in FE institutions*) under the **'No Secrets' (2015) Adult Protection** document which provides a definition of abuse of adults. We will fulfil our duty by identifying any welfare concerns and taking action to address them in partnership with families and other agencies as appropriate.

The purpose of this safeguarding policy is to set a clear framework for our responsibilities and legal duties in relation to each young person's welfare and a clear protocol of action to ensure a reliable and effective response in the event of any concern for a young person's welfare.

All staff will aim to always put the needs of our young people first. We hope to encourage our students to be confident and assertive and aim to develop a positive, trusting and respectful relationship with children and young adults in our care, so they know they will be listened to and supported fully.

Our policy applies to all staff and volunteers working with our students at Stockport County Football Education.

In addition to our safeguarding policy, we have policies in place for Health & Safety, Equal Opportunities, Data Protection and Complaints.

## 1 Scope of Policy

Stockport County Football Education is fully committed to ensuring the best practice recommended by key legislation is employed throughout and has a responsibility to maintain regular dialogue and work in partnership with Designated Officers at Stockport College/The Trafford College Group (TCG) and relevant external agencies.

In respect of children, the policy is informed by the statutory guidance outlined in the Department for Education publication, 'Keeping Children Safe in Education' (September 2020) and the statutory guidance 'Working Together to Safeguard Children'. Safeguarding and promoting children and young people's welfare is defined as:

- Protecting children from maltreatment.
- Preventing impairment of children's health and development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcomes.

For adults the key reference points are the **2015 document 'No Secrets' (Adult Protection)** which provides a definition of abuse of adults, the Equality Act 2010, and Protection of Freedoms Act 2012. Vulnerable adults are defined as students on foundation learning programmes and any other adult learners identified as being vulnerable through social, medical or mental health conditions impacting on their learning.

The policy is also informed by the following legal/statutory regulations:

- Revised Prevent duty guidance: for England and Wales: on the duty of schools and other providers in the Counter-Terrorism and Security Act 2015
- Children and Social Work Act 2017
- GDPR 2018
- Data Protection Act 2018
- Modern Slavery Act 2015
- Safeguarding Children and Young People from Knife Crime (Ofsted) 2019

## 2 Legislative Requirements

In line with our sub-contracting partnership with the Trafford College Group, Stockport County Football Education has a statutory and moral duty to ensure that it fulfils its role in protecting, safeguarding and promoting the welfare of students receiving education and training on their programmes. The statutory responsibilities also include the requirement to have due regard to the need to prevent people from being drawn into terrorism (Prevent Duty).

Stockport County Football Education recognises that for students, high self-esteem, confidence, supportive friends and clear lines of communication with a trusted adult helps prevention.

Stockport County Football Education will therefore:

- Establish and maintain an ethos where students feel secure, are encouraged to talk, and are listened to.
- Ensure the students know that there are adults in the programme who they can approach if they are worried or are in difficulty.
- Include within the curriculum discussions which will help students develop realistic attitudes to the responsibilities of adult life.
- Ensure that wherever possible every effort will be made to establish effective working relationships both with parents/carers and with colleagues from other relevant agencies.
- Follow safer recruitment practices when hiring staff, which includes a check of the List of those Barred from Working with children and vulnerable adults.

### 3 Key Principles and Aims

- **Safeguarding is everyone's responsibility** – for Stockport County Football Education staff to be effective each member of staff must play their part.
- The child or young person's welfare is, and must always be, the paramount consideration.
- All young people have an equal right to be protected from abuse, exploitation or poor practice, irrespective of their age, disability, gender, marriage/civil partnership, pregnancy and maternity, race, religion or beliefs, sex or sexual orientation (see Equality policy).
- Stockport County Football Education is committed to address the additional vulnerability of some students and the barriers they may face. For example, those in care, looked after children, those with mental health issues or physical disability.
- All allegations of abuse or poor practice will be taken seriously and responded to efficiently and proportionately.
- Recruiting employees, casual workers, agency staff, consultants, and volunteers will be carried out safely ensuring all necessary checks and processes are adhered to.
- All staff are role models to young people and will receive effective management and training.
- Information about any concerns will be shared confidentially with the appropriate agencies.
- Stockport County Football Education will ensure a platform for staff to share best practice and discuss safeguarding concerns through the Designated Safeguarding Officer.
- The safeguarding policy will be reviewed on an annual basis to ensure up to date aims and procedures in line with changes to current legislation, terminology and personnel.

### 4 Roles and Responsibilities

#### 4.1 TCG Senior Staff Member with Lead Responsibility for Safeguarding

The designated senior member of staff will have a key duty to take lead responsibility for raising awareness with the staff of issues relating to the welfare of students, and the promotion of a safe environment for students within the TCG.

The designated senior member of staff is responsible for:

- Developing and reviewing the Child Protection and Safeguarding Vulnerable Adults policy.

- Undertaking the lead responsibility for raising awareness with governors and staff in relation to Child Protection/ Safeguarding and the Prevent duty, providing advice and managing the completion of the Prevent risk assessment and action plan.
- Overseeing the referral of cases of suspected abuse to the relevant agencies.
- Ensuring appropriate referral records are maintained.
- Ensuring an effective relationship with appropriate agencies is developed and maintained and liaising with the LADO and LSCB and other appropriate agencies to share information as required.
- Ensuring that governors and staff receive appropriate training in child protection/safeguarding and Prevent duties and are aware of the child protection procedures.

#### 4.2 **Stockport County Football Education Programme Leader – Head of Education**

The Head of Education at Stockport County Football Education is **Lucy Connell**, who will lead on the programme as the **Designated Safeguarding Officer (DSO)**.

The programme leader is responsible for:

- Ensuring all staff employed within the Stockport County Football Education programme undertake their duties in accordance with child protection/safeguarding and Prevent statutory requirements.
- Providing advice and support to staff and students.
- Updating the Safeguarding Operational Group on case referrals and child protection/safeguarding and Prevent duty activities.
- Maintaining a record of any child protection referral, complaint or concern (even where that concern does not lead to a referral).
- Raising awareness with staff of issues relating to the welfare of students and the promotion of a safe environment for students who are learning within the Group or in the community.
- Provide mandatory safeguarding training to staff and partners.

#### 4.3 **Employees, Workers and Volunteers**

All employees, workers and volunteers are required to:

- Be clear on the child protection and safeguarding procedures.
- Know what to do if they have a concern and that this information is shared immediately.
- Give the highest priority to the safety and welfare of students.
- Recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people.
- Undertake the required mandatory safeguarding training and attend updates as directed.
- Ensure they understand the mandatory duty to report cases of female genital mutilation.
- Ensure they are aware of the requirements detailed in “Keeping Children Safe in Education (September 2020) Part One: Safeguarding Information for all Staff”.

#### **4.4 Responsibility for College students who are 'Looked After Children'**

Any child who is subject to a care order or who is accommodated by the local authority is classed as a 'Looked after Child.' All looked after children should have a Personal Education Plan and Stockport County Football Education will work closely with staff from the TCG to support the implementation of these plans through pre-entry advice and guidance, support during the application and enrolment process, on course support and through monitoring and evaluation. The monitoring of Looked after Children is the responsibility of the Programme Leader.

## **5 Training**

### **5.1 Designated Safeguarding/Prevent Officers**

The Designated Safeguarding/Prevent Officers will undertake training in child protection and safeguarding issues and inter-agency working and will receive refresher training as required and at least every two years.

### **5.2 All Employees**

All staff are provided with key details of lead officers for safeguarding (including Prevent) on commencement to their post. All staff participate in an induction process which includes the provision of written statements of policies and procedures in relation to safeguarding. All staff at Stockport County Football Education are required to attend Safeguarding Training (including Prevent) provided by the TCG to familiarise themselves with safeguarding issues, individual responsibilities and the procedures and policies. All staff will receive regular updates on safeguarding at least annually.

All staff are required to read Keeping Children Safe in Education Part 1.

All football coaches have completed significant safeguarding training through their UEFA license qualifications, which will be applied to all football aspects of the programme.

## **6 Safe Recruitment and Selection**

### **6.1 Procedures and Practices**

To support our commitment to safe recruitment and selection of employees and volunteers, the following procedures are in place:

- Advertisements make reference to the need for the successful applicant to undertake an Enhanced Disclosure Check including a check of the DBS Barred Lists via the Disclosure and Barring Service where the post holder undertakes regulated activity.
- Job descriptions make reference to the responsibility for safeguarding.
- Person specifications include specific reference to working with children or adults at risk.

- Comprehensive information from applicants is obtained and scrutinised.
- Face-to-face interviews are undertaken by suitably trained staff and used to explore a candidate's suitability to work with children and/or vulnerable adults at risk.
- Previous employment history and experience is checked.
- Qualifications are verified.
- A minimum of two references are obtained for shortlisted candidates prior to appointment; one will be the applicant's current or most recent employer; one will also be from the employer by whom the person was most recently employed to work with children. References will not be accepted from friends. References will cover the candidates last 5 years of employment.
- Proof of identity is requested such as a birth certificate, driving licence or passport combined with evidence of address. Some form of photographic identity will be seen except where for exceptional reasons none is available.
- All staff and volunteers will undergo an Enhanced Disclosure check through the Disclosure and Barring Service.
- All successful applicants are required to demonstrate their eligibility to work in the UK by the provision of the relevant documentation for example: passport, birth certificate, work permit.

## 6.2 Photo ID Badges

Security has become increasingly important in recent years, affecting children and young people, parents/carers and members of staff alike. Stockport County Football Education acknowledges the need to ensure a safe and secure environment for all concerned.

Therefore, Stockport County Football Education requires all such members of staff, whether full-time, part-time or casual, to be issued with a photographic identification badge, which they must wear at all times whilst on Stockport County Football Education premises or whilst carrying out activities on its behalf, unless there are Health & Safety issues in doing so, in which case, the badge should be carried on their person.

## 6.3 Disciplinary Process

Stockport County Football Education has the power, as part of their disciplinary procedure, to issue a suspension, pending a risk assessment where any one or more of the following applies:

- The individual fails to comply with any part of the Stockport County Football Education DBS and safe recruitment processes.
- The FA Safeguarding team has imposed a suspension.
- The individual has been barred by the DBS from engaging in 'Regulated Activity' related to children.
- The individual has been convicted of, or made the suspect of caution for, a serious sexual, violent offence or any other offence that Stockport County Football Education believe to be relevant to the care of young people.
- An allegation has been made against a member of staff requiring investigation.

In all circumstances involving an allegation or disciplinary issue, the action taken will follow the procedures set out in the Stockport County Football Education Disciplinary policy.

## 7 Types of Abuse

### 7.1 Definitions of Abuse

#### **Domestic Abuse**

The Government defines domestic abuse as any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality. This can encompass but is not limited to the following types of abuse:

- Psychological
- Physical
- Sexual
- Financial
- Emotional

Controlling behaviour is a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of their means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish or frighten their victim.

*\*This definition includes so called 'honour' based violence, female genital mutilation and forced marriage, and is clear that victims are not confined to one gender or ethnic group.*

#### **Physical Abuse**

Physical abuse causes harm to a child or young adult. It may involve hitting, shaking, throwing, poisoning, burning, scalding, drowning or suffocating or otherwise causing physical harm. It may be done deliberately or recklessly, or be the result of a deliberate failure to prevent injury occurring. It can also occur when a parent or carer feigns the symptoms of or deliberately causes ill health to a child or vulnerable adult whom they are looking after.

#### **Neglect**

Neglect is the persistent or severe failure to meet basic physical and/or psychological needs, likely to result in serious impairment of their health or development. It may involve a failure to provide adequate food, clothing or shelter, failing to keep them safe from harm or danger, or failure to ensure access to appropriate medical care or treatment. It may also involve neglect of, or inadequate response to their basic emotional needs

#### **Sexual Abuse**

Sexual abuse involves children and vulnerable adults being forced or enticed into participating in or watching sexual activity, not necessarily involving a high level of violence. It is not necessary for them to be aware that the activity is sexual and their apparent consent is irrelevant. The acts may involve physical contact including penetrative or non-penetrative acts. They may involve

non-contact activities such as involving them in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging them to behave in sexually inappropriate ways or grooming a child in preparation for abuse (including via the internet).

### **Child Sexual Exploitation**

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact, it can also occur through the use of technology.

### **Forced Marriage**

Forced marriage is an abuse of human rights, an abuse of the rights of the child and is a form of domestic abuse. There is a clear distinction between a forced marriage and an arranged marriage. In arranged marriages, the families of both spouses take a leading role in arranging the marriage but the choice whether or not to accept the arrangement remains with the prospective spouses. In forced marriages, one or both spouses do not or, in the case of some adults with support needs, cannot consent to the marriage and duress is involved. The Forced Marriage (Civil Protection) Act was enacted in 2007 and came into force on 25 November 2008. The Act forms part of the Family Law Act 1996 and makes provision for protecting children, young people and adults from being forced into marriage without their free and full consent. Victims may only have one chance to speak out (the one chance rule) and thus professionals need to raise the matter immediately with a safeguarding officer if they come across a forced marriage case.

### **Female Genital Mutilation**

Female genital mutilation (FGM) will usually be performed during childhood but there have been reports of young girls or young women undergoing FGM just before a forced marriage. FGM is illegal in the UK and it is also a criminal offence to take someone overseas for the purposes of FGM.

### **Emotional Abuse**

Emotional abuse occurs where there is persistent emotional ill treatment or rejection, such as to cause severe and adverse effects on behaviour and emotional development, resulting in low self-worth. It may involve conveying to them that they are worthless or unloved, or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on the child, young person or vulnerable adult. It may involve causing them frequently to feel frightened or in danger, or their exploitation or corruption. Some level of emotional abuse is present in all forms of abuse.

Additionally, this policy draws to the attention of staff the criminal offences that may be committed in connection with the safeguarding of children and adults at risk, in particular those involving abuse of trust which prohibits staff from engaging in or encouraging sexual activity with students who are under the age of 18 or vulnerable.



## 7.2 Further Areas of Consideration for Safeguarding

Safeguarding action may also be needed to protect students from:

- Racist, disability and homophobic/transphobic abuse.
- Gender-based violence
- The impact of new technologies on sexual behaviour, for example 'sexting' and accessing pornography.
- Teenage relationship abuse.
- Substance misuse.
- Gang activity and youth violence.

## 7.3 Other Safeguarding Circumstances

### **Bullying**

Bullying is persistent behaviour directed against an individual, which is intimidating, offensive or malicious and undermines the confidence and self-esteem of the recipient which may cause him or her to suffer stress. Bullying can take place by direct personal contact, or through digital communication such as mobile phones, social networking sites, email or gaming consoles.

Legitimate, constructive and fair criticism of someone's performance or behaviour in an educational environment is not regarded as bullying.

### **Self-Harm**

Self-harm is defined as self-poisoning or injury, irrespective of the apparent purpose of the act. Self-harm is an expression of personal distress, not an illness, and there are many varied reasons for a person to harm him or herself. Most cases of self-harm do not result in suicide; however, self-harm is known to be a risk factor in suicidal behaviour.

### **Suicide**

Suicide is the intentional and deliberate act of taking one's own life; youth suicide is a major global public health issue. While suicide rates are higher among 20-24 year-olds, suicidal behaviour that may precede suicide is established in the earlier years. Suicide consistently ranks as one of the leading causes of death for adolescents between 15 and 19 years of age. Research suggests that certain situations put children and young people at more risk of suicide, including suffering loss or bereavement, relationship issues, experiencing bullying and/or racism, living in isolated areas and living in unhappy circumstances.

### **Eating Disorders**

Eating Disorders include; anorexia nervosa, bulimia nervosa, or other related (or 'atypical') eating disorders (mainly binge eating disorder). In general, eating disorders develop over time, sometimes over years, and often at a point when life brings fear and insecurity.

### **Radicalisation / Extremism**

Students may be coerced into becoming involved with terrorist groups and gangs and be at risk of radicalisation including the vocal or active opposition to fundamental British values such as

democracy, the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs. *See our 'Prevent' Duty statement and policy below in this document.*

Safeguarding is not just about protecting children, learners' and vulnerable adults from deliberate harm, neglect and failure to act. It relates to broader aspects of care and education, including:

- Young people's health & safety and well-being, including their mental health.
- Meeting the needs of children who have special educational needs and/or disabilities.
- The use of reasonable force.
- Meeting the needs of children and learners with medical conditions.
- Providing first aid.
- Educational visits.
- Intimate care and emotional well-being.
- Online safety and associated issues.
- Appropriate arrangements to ensure young people's security, taking into account the local context.

### **Peer on Peer Abuse**

This includes all types of bullying (including cyber bullying); sexual violence and sexual harassment; physical abuse such as hitting, kicking, hair pulling or otherwise causing physical harm; sexting and initiating/hazing type violence and rituals; CSE; gang activity and youth violence.

Teenage relationship abuse is defined as a pattern of actual or threatened acts of physical, sexual and/ or emotional abuse, perpetrated by an adolescent (between the ages of 13 and 18) against a current or former partner. Abuse may include insults, coercion, social sabotage, sexual harassment, threats and / or acts of physical or sexual abuse.

Sexual violence and sexual harassment can occur between two children of any sex. They can occur through a group of children sexually assaulting or sexually harassing a single child or a group of children.

### **Child Criminal Exploitation**

Children who are trafficked, exploited or coerced into committing crimes are victims in need of safeguarding and support.

Known as "county lines", gangs use children as young as 12 to traffic drugs, using dedicated mobile phones or "lines."

### **Serious Violence**

All staff should be aware of the indicators, which may signal that students are at risk from, or are involved with serious violent crime. These may include increased absence from college, a change in friendships or relationships with older individuals or groups, a significant decline in performance, signs of self-harm or a significant change in wellbeing, or signs of assault or unexplained injuries. Unexplained gifts or new possessions could also indicate that students

have been approached by, or are involved with, individuals associated with criminal networks or gangs.

### **Further Information**

Further details on specific forms of abuse and safeguarding issues are outlined in Annex A of Keeping Children Safe in Education Part 1 (September 2020).

This detail includes:

- Children and the court system
- Children missing from education
- Children with family members in prison
- Child sexual exploitation
- Child criminal exploitation: county lines
- Domestic abuse
- Homelessness
- So-called 'honour-based' violence
- Preventing radicalisation
- Peer on peer abuse
- Sexual violence and sexual harassment between children in schools and colleges.

## **8 Procedures for Dealing with a Disclosure of Abuse**

The welfare of the individual is paramount. See Appendix A (TCG process for dealing with a disclosure). Do remember that they have chosen you, the place and the time at which to tell you. The following principles must therefore be followed:

- If a student tells you that abuse is taking place, acknowledged this, take it seriously and listen to the student. It is important not to ask too many or leading questions, but if you do, ask open questions.
- Write down the details in the student's own words including dates.
- Try to reassure the student.
- Explain to the student that you may have a legal obligation to pass this information on, to protect both them and possibly other members of the family and public.
- Get help and pass on the details and your record to the relevant Safeguarding Officer who will treat the information with the utmost confidence – the "need to know" principle will be employed. It is their responsibility to decide what further action should take place.
- Keep the student informed of what you have done and what will happen next.
- Get help for yourself if you feel upset by any disclosure.

Remember that in any group or class there may be a victim of abuse so sensitivity at all times is important.

Do Not:

- Make promises you cannot keep.
- Promise confidentiality.

- Take the matter further yourself (ensure that you know your boundaries).
- Contact the student's parents.
- Contact any other agencies.

In terms of young people with SEN and disabilities, do not assume that changes to behaviour, demeanour or signs of distress are due to their SEN or disability. These could be signs of abuse and you should consider these changes as cause for concern.

Staff should use the 'Recording Safeguarding Concerns Form' (Appendix B) to report any concerns and ensure this is passed to the DSO. The designated safeguarding officer will establish the main area of concern and contact as appropriate:

- Relevant local authority multi agency team.
- The Students current case/support worker.
- The Student's GP.
- The Accident and Emergency dept. of the nearest local hospital and the police as appropriate.
- Channel.

The DSO will note all actions undertaken, including any information shared on the 'Recording Safeguarding Concerns Form' originally given by the concerned member of staff to keep all information central.

This procedure must not delay the protection of the student. The designated safeguarding officer, if there is a serious disclosure, should notify First Response on 0161 217 6028 (Stockport). If the student does not live in Stockport, the safeguarding officer notify the relevant Child Protection Team/Vulnerable Adult Protection Team:

Manchester	Salford	Warrington
0161 255 8250	0161 794 4711	01925457012

Or NSPCC helpline 0800 800 5000

## 9 Receiving an Allegation Against a Member of Staff

The allegation should be reported immediately to the Designated Safeguarding Officer (DSO) who will liaise with the relevant person(s) at the Trafford College Group. In accordance with TCG procedures, the DSO will work with senior staff to:

- Obtain written details of the allegation from the person who received it, that are signed and dated. (The written details should be countersigned and dated by the designated person).
- Record information about times, dates, locations and names of potential witnesses.

Parents / Carers must be made aware of their duty of confidentiality about allegations against staff whilst investigations are ongoing, in particular the role of social media in potentially breaching this legal requirement.

An initial assessment of the allegation will be made, consulting with the Senior Designated Staff Member with responsibility for safeguarding at the TCG.

Where the allegation is considered to be either a potential criminal act or indicates that the child has suffered, is suffering or is likely to suffer significant harm, the matter should be reported immediately to the Local Authority Designated Officer (LADO).

Allegations of harm or inappropriate behaviour made against staff, either paid or unpaid are serious and the LADO must be advised; the LADO is a professional independent person who has been appointed by the Local Safeguarding Board.

The LADO's role includes:

- The management and oversight of individual cases.
- Providing advice and guidance to employers and voluntary organisations.
- Liaising with the police and other agencies.
- Monitoring the progress of cases to ensure that they are dealt with as quickly as possible, consistent with a thorough and fair process.

The LADO has the ability to access other records.

It is important that the DSO does not investigate the allegation. The initial assessment should be on the basis of the information received and is a decision whether or not the allegation warrants further investigation.

Potential outcomes are:

- The allegation can be shown to be false because the facts alleged could not possibly be true and no further action is taken.
- The allegation represents inappropriate behaviour or poor practice by the member of staff and is neither potentially a crime nor a cause of significant harm to the young person. The matter would be considered in accordance with Disciplinary Procedures.
- The allegation represents abuse which is gross misconduct by the employee. The matter would be considered in accordance with Disciplinary Procedures and could lead to a disciplinary investigation and can lead to dismissal.

## 10 GDPR / Data Protection

To comply with statutory obligations under GDPR, it is necessary for us to collect, store and process sensitive personal data. Stockport County Football Education is committed to full compliance with the applicable data protection legislation. This policy should be read in conjunction with the Data Protection Policy, which will provide more detailed guidance on the correct handling of personal data including sensitive personal data. In the collection, storage and processing of personal data for equality and diversity monitoring purposes we will comply with the following principles:

- We will process personal data lawfully, fairly and in a transparent manner.
- We will collect personal data for specified, explicit and legitimate purposes only, and will not process it in a way that is incompatible with those legitimate purposes.

- We will keep accurate and up to date personal data and take reasonable steps to delete or correct inaccurate personal data without delay.
- We will keep personal data in a form which permits identification of data subjects for no longer than is necessary.

We will take appropriate technical and organisational measures to ensure the security of personal data and protect against unauthorised or unlawful processing and against accidental loss, destruction or damage.

## 11 Parent/Carer Consent

### 11.1 General Consent

Stockport County Football Education will make every effort to obtain full consent from parents/carers for all activities using a signed consent form completed during the enrolment process and updated at the start of each academic year. This will include options to opt out of the use of images.

### 11.2 Use of images/photographs/videos

Stockport County Football Education takes its guidance on the use of images from guidelines issued by the FA (*Guidance for safer working practice – Safeguarding vulnerable groups*). All images taken by Stockport County Football Education staff will be subject to careful procedures including:

- During enrolment on the education programmes, parent/carers consent is sought in writing to acknowledge use of images, including on promotional material and social media platforms.
- Parents/carers are responsible for informing staff of any changes in circumstances during the student's time on the programme.
- The images will not be used for something other than that for which it was intended.
- All images will be secured safely on Stockport County Football Education servers and not on staff devices.
- No images will be accompanied by personal/contact details.
- Children who are subject to family, care or legal proceedings, or who are under court order will not have their images published in any Stockport County Football Education material or platforms.
- Any instances of inappropriate images, or use of images, should be reported to the DSO immediately.

## 12 Prevent

### 12.1 Our "Prevent Duty" Statement

The radicalisation of young people is a source of worry for parents, schools and the Government. In the news, we see and also hear constant reminders of extremists, atrocities in other countries and terrorism. It is important to remember that young people can be radicalised by a wide range of groups, for example "far right" groups that try to entice people into forcing their racist or other political beliefs onto others through acts of violence or terror.

At Stockport County Football Education the safety and wellbeing of our young people is at the heart of everything we do. The values that permeate everyday life at Stockport County Football Education promote a sense of community, support for others and preparing young adults who have a strong sense of decency.

## 12.2 Principle Objectives

- All tutors, coaches and other support staff will have an understanding of what extremism is and why we need to be vigilant with our young people.
- All tutors, coaches and other support staff will know what the policy is on extremism and will follow the policy when issues arise.
- All parents and students will know that Stockport County Football Education has policies in place to keep students safe from harm and that systems are regularly reviewed to ensure they are appropriate and effective.

## 12.3 Definition

Extremism is defined as the act of holding of extreme political or religious views; fanaticism, *‘vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect tolerance of different faith and beliefs; and/or calls for the death of members in our armed forces, whether in this country or overseas.’*

We recognise that we are well placed to be able to identify safeguarding issues linked to the dangers of extremist views:

- All tutors, coaches and other support staff are able to identify children who may be vulnerable to extremism and respond by following safeguarding procedures with immediate effect.
- All students will understand the dangers of extremism and exposure to extremist views; learning about key British values to build resilience against these views and knowing what to do if they experience them.
- All parents/carers and students will know that the school has policies in place to keep young people safe from harm and that regular review systems are in place to ensure they are appropriate and effective.
- To help further support our students, the staff at Stockport County Football Education will undertake training on the “Prevent Duty” provided by TCG. This includes government advice for schools and childcare providers on preventing children and young people from being drawn into terrorism.

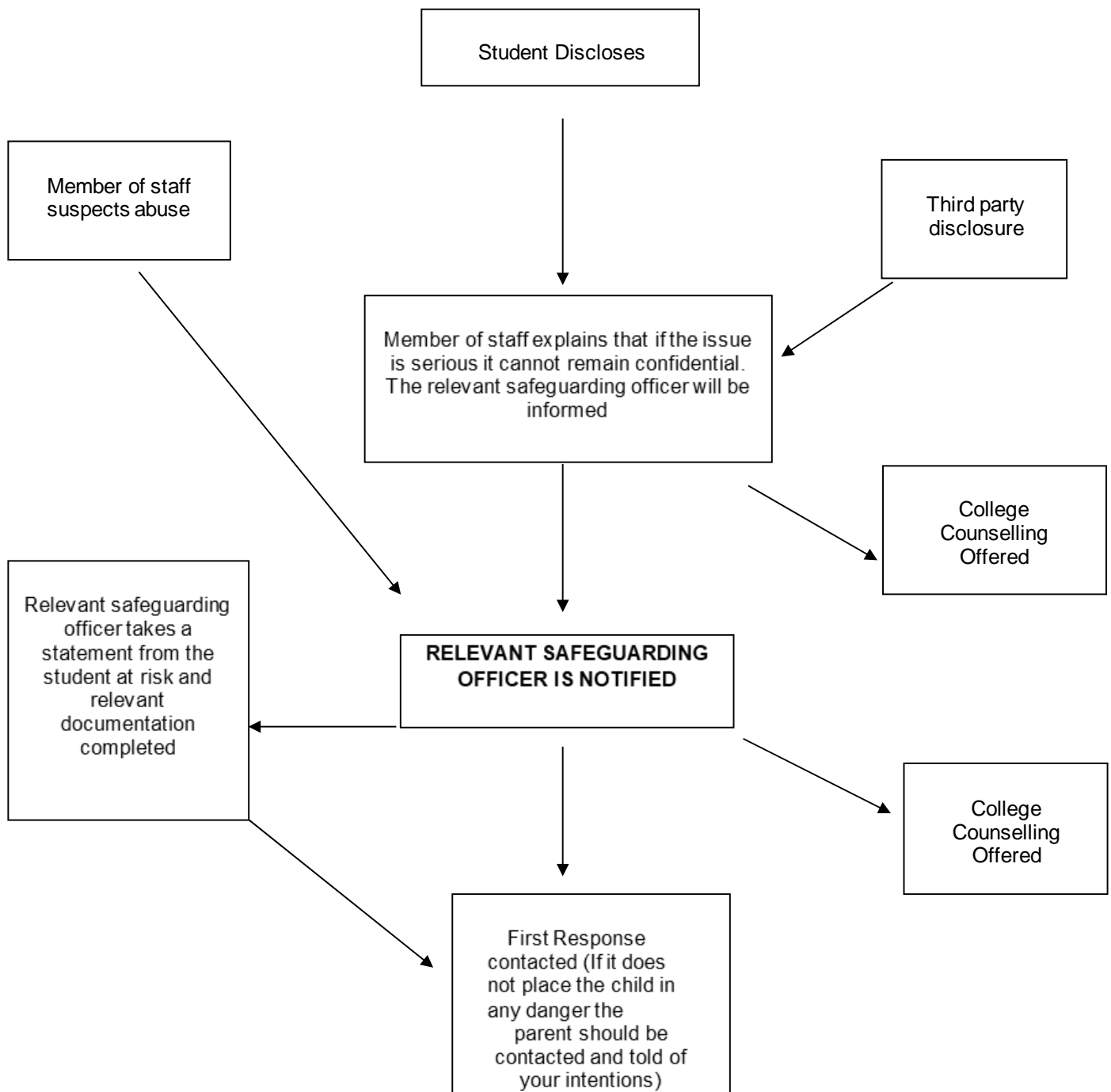
## 12.4 Procedure for Referral

It is important that all staff are constantly vigilant, and any concerns are to be referred to the Head of Education who will pass details on any referrals to the Designated Safeguarding Lead at Stockport College/TCG.

The Head of Education will ensure all available training and resources regarding “Prevent Duty” available through our partnership with TCG are utilised and fulfilled. This will involve staff training and resources for students through our PSHE and Citizenship programme.

## THE TRAFFORD COLLEGE GROUP

## Dealing with a Disclosure of Abuse in Respect of a Child or Vulnerable Adult





<b>Recording Safeguarding Concerns Form</b>
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Staff, volunteers, or regular visitors are required to complete this form and pass it to the Designated Safeguarding Officer (DSO) if they have any concerns about a child or young adult they have come into contact with.

Full name of young person	Date of Birth	Team/Group	Your name & position

<b>Nature of Concern / disclosure</b>
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Please give details of the concern/disclosure, including where you were, what the young person said, what you said, what you saw and who else was there:

Was there an injury?    Yes / No	Did you see it?    Yes / No
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Describe the injury:

Names of any other people who were there / witnesses:

Who are you passing this information to?

Name:

Position:

Date:

Time:

Your signature:

Date:

**Action taken by safeguarding officer:**

Safeguarding officer signature:

Date:

**Action taken by Lead safeguarding officer at the Trafford College Group:**

Lead safeguarding officer signature:

Date:

**Referral made to...?**☐

Local Authority

☐

Police / LADO

☐

Parent/Carer

☐

The FA

☐

Service (please state:) \_\_\_\_\_

Parent/Carer informed...? Yes / No (if no state reason:) \_\_\_\_\_