

# College Arrangements for Safeguarding Training

## **1. Purpose and content**

The purpose of this appendix of the College Safeguarding Policy is to provide a clear set of guidelines to learners, their parent/carers; and staff and other workers within the College community; together with wider stakeholders regarding how the College will ensure staff are trained in safeguarding by setting out the required mandatory training for different groups and the actions to be taken in the event of non-compliance.

The College Safeguarding Policy has been developed in line with statutory guidance and the locally agreed inter-agency procedures put in place by the Hartlepool and Stockton-on-Tees Safeguarding Children Partnership (HSSCP) and the Tees wide Safeguarding Adults Board. The policy applies to all learners and all staff (including agency and hourly paid staff) irrespective of anyone's position or role in the College, together with Governors and any workers who are at the College on a voluntary or placement basis.

Please note that the term 'College' is used throughout this appendix, as a generic term that encompasses all organisations within the wider College group; namely Stockton Riverside College, NETA and Tees Valley Cater

## 2. Training requirements

Training Type	Training Detail	Method	Target Audience	Frequency	Responsible Dept/Person	Recording
<b>Safeguarding</b>						
	Induction - Briefing	Face to face	All staff	At Induction	HR	HR (SCR)
	Annual	On line Face to face for Staff without access to IT (e.g cleaners & invigilators)	All staff Staff without access to IT (e.g cleaners & invigilators)	Annually	HR Safeguarding team	HR (SCR)
	Safeguarding Child Foundation Course (Stockton LSCB)	Via the Local Authority	Designated Safeguarding Lead Safeguarding Officers	Within 6 months for new staff, then every 3 years.	HR – Notification of due dates Designated Safeguarding Lead	HR (SCR)
	Safeguarding Children Designated Officer Level 3	Online	Designated Safeguarding Lead, Deputy Designated Safeguarding Lead	Every 2 Years	HR – Notification of due dates Designated Safeguarding Lead	HR (SCR)
<b>Prevent</b>	Prevent	On line Face to face for Staff without access to IT (e.g cleaners & invigilators)	All staff Staff without access to IT (e.g cleaners & invigilators)	Every 3 years	HR Safeguarding team	HR (SCR)
	Prevent Training (WRAP)	Face to face – LA Delivered	Designated Safeguarding Lead Deputy Designated Officers	Within 6 months for new staff, Update depending on new release of training	HR – Notification of due dates Designated Safeguarding Lead	HR (SCR)
<b>Safer Recruitment</b>	Safer Recruitment	On line	Recruiting managers	Every 3 years	HR	HR (SCR)
	Safer Recruitment	Face to face	Recruiting managers	Every 3 years	Group Director of Human Resources	HR (SCR)
<b>Governor training</b>	Safeguarding	On line	All governors	Annual	Clerk to Governors	HR (SCR)
	Prevent	On line	All governors	Annual	Clerk to Governors	HR (SCR)