

Version Control

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Approval

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Safeguarding Policy

Contents

Version Control

Approval

Policy Statement

Background

Scope

Legislation

Definitions

General definitions

Definitions of abuse

Child on Child Abuse

Additional Forms of Abuse

Types and signs of abuse

E-safety

The prevent duty

Channel

Recognition of Abuse, including Neglect and Bullying

Implementation

Apprentices

Safer Recruitment

Key Contacts

Reporting Process

Associated Policies

Version Control

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Safeguarding Policy		4.0
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Lead Person	Neville Algar	

Approval

Name	Neville Algar
Signature	N.Algar
Position	Head of Education

Policy Statement

Ignite Training has a professional duty of care to provide all children, young adults and staff with a safe environment. This policy sets out clearly how we will create a safe and supportive learning environment that:

- Promotes fundamental British Values, including freedom of speech, rights to be safe and listened to, by creating an environment that encourages all to raise any concerns.
- Encourage learners to develop a sense of autonomy and independence in their learning and development.
- Enable children and young adults to have the self- confidence and the vocabulary to resist inappropriate approaches.
- Work with employers to build their understanding of and commitment to the principles of safeguarding and prevent duty.

- Liaise with other statutory agencies to ensure legislative procedures are current
- To ensure that all learners have the ability to study in a safe environment at the training Centre and their employer sites where applicable

Background

Ignite Training is on a mission is to transform lives through learning. We achieve this by creating learning programmes which develop the skills and behaviors that prepare students for progression to higher education and further training, apprenticeships or employment, with an overall aim of achieving meaningful sustainable employment or self-employment, not just on completion of their programme, but throughout their careers.

Ignite Training is committed to providing a safe, professional, accessible environment; delivering services, education and progression opportunities that are inclusive and allow individuals from all walks of life to access free from prejudice and/or discrimination.

Our Learning Philosophy recognises that people learn and develop best when they feel emotionally secure and when they work in a safe environment.

Scope

This policy applies to all staff, including senior managers, paid staff, volunteers and seasonal workers, students or anyone working for and on behalf of Ignite Sport.

The term 'learner' used in this policy refers to learners of who attend interviews, online learning, study at Oxford City Campus or apprentices in their place of work.

Legislation

In the UK there are multiple pieces of legislation underpinning the safeguarding of children. The principal pieces of legislation governing this policy are:

- Human Rights Act 1998
- Childcare Act 2016
- Education Act 2002, 2011
- Education and Skills Act 2008
- Mental Capacity Act 2005
- Modern Slavery Act 2015
- The Care Act 2014
- GDPR 2018
- FGM Act 2003
- Data Protection Act 2018
- Working together to safeguard Children 2018
- Safeguarding Vulnerable Groups Act 2006
- The Adoption and Children Act 2002:
- Public Interest Disclosure Act 1998
- The Police Act – CRB 1997 (including part V)
- Protection of Freedoms Act 2012 (including part 5)
- Mental Health Act 2007

- NHS and Community Care Act 1990
- Rehabilitation of Offenders Act 1974
- Safeguarding Children and Safer Recruitment in Education 2007
- Keeping Children Safe in Education 2022
- Counter-Terrorism and Security Act 2015
- OFSTED review of Sexual Abuse in Schools and Training Providers

Definitions

Safeguarding is defined as:

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

General Definitions

For the purposes of this Policy, the following words and phrases have the meanings as indicated:

- **"Abuse"** a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults or by another child or children.
- **"Child"** or **"Children"** means a person(s) under the age of 18.
- **"Channel"** forms a key part of the Government Prevent Strategy (see below for Prevent definition). The process is a multi-agency approach to identify and provide support to individuals who are at risk of being drawn into terrorism and extremism.
- **"Training Provider premises"** means all buildings and land owned or operated by the Training Provider.
- **"Training Provider staff"** means all Training Provider employees, authorised agency staff and volunteers working on behalf of the Training Provider.
- **"Extremism"** is defined in the 2011 Prevent Strategy as vocal or active opposition to fundamental British values including democracy, the rule of law, individual liberty, mutual respect and tolerance of different faiths and beliefs. Also included in the definition is extremism calls for the death of members of the UK armed forces, whether in this country or abroad.
- **"Prevent"** refers to the Prevent Strategy, published by the Government in 2011, which is part of the Government's overall counter-terrorism strategy, CONTEST. The aim of the Prevent Strategy is to reduce the threat to the UK by stopping people becoming terrorists or supporting terrorism.
- **"Radicalisation"** refers to the process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups.

- **“Safeguarding”** is the process of protecting vulnerable people, whether from crime or other forms of abuse.
- **“Terrorism”** is defined in the Terrorism Act 2006. In summary, this defines terrorism as an action that endangers or causes serious violence to a person / people; causes serious damage to property; or seriously interferes or disrupts an electronic system. The use or threat must be designed to influence the government or to intimidate the public and is made for the purpose of advancing a political, religious or ideological cause.
- **“Vulnerable adult”** means any person aged 18 or over who is or may be in need of community care services by reason of mental or other disability, age or illness and is or may be unable to take care of themselves, or unable to protect themselves against significant harm or exploitation. It should be noted that the definition of a vulnerable adult means that this can be a transient category for some individuals.

Definitions of Abuse

Abuse of children can be categorised into four areas (as defined by the Children’s Act 2004):

“Neglect” is the persistent failure to meet a child’s basic physical and/or psychological needs, likely to result in the serious impairment of the child’s health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- provide adequate food, clothing and shelter (including exclusion from home or abandonment);
 - protect a child from physical and emotional harm or danger;
 - ensure adequate supervision (including the use of inadequate care-givers); or
 - ensure access to appropriate medical care or treatment.
- it may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.

“Physical abuse” includes hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

“Emotional abuse” is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or ‘making fun’ of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child’s developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

“Sexual abuse” involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Child on Child abuse

The sexual abuse of children by other children is a specific safeguarding issue (also known as child on child abuse) in education and all staff should be made aware of it and understand the importance of challenging this behaviour child on child abuse is likely to include:

- Bullying (including cyberbullying).
- Abuse in intimate personal relationships between peers.
- Physical abuse including an online element which facilitates, threatens and or encourages physical abuse.
- Sexual violence including an online element which facilitates, threatens and or encourages sexual violence.
- Sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment.
- Causing someone to engage in sexual activity without consent.
- Consensual and non-consensual sharing of nudes and semi-nude images and or videos (sexting).
- Up skirting, involving taking a picture under a person’s clothing without permission.
- Initiation / hazing type violence and rituals as a way of initiating someone into a group.

Additional forms of abuse

In addition, Keeping Children Safe in Education 2022 identifies that there are wider safeguarding issues that should be considered and acted upon. The statutory guidance lists specific issues and provides further links to information on all these areas. The specific areas are:

- Child sexual exploitation
- Child criminal exploitation
- Domestic violence
- Fabricated or induced illness
- Female genital mutilation (FGM)
- Gangs and youth violence
- Mental health (this includes mental health as an indicator of abuse and mental health issues that are safeguarding concerns)
- Radicalisation
- Teenage relationship abuse

- Bullying, including Cyberbullying
- Online abuse
- Drugs
- Faith abuse
- Forced marriage
- Gender-based violence / violence against women and girls
- Honour-based abuse
- Private fostering
- Trafficking

Abuse is a selfish act of oppression and injustice, exploitation and manipulation of power by those in a position of authority. This can be caused by those inflicting harm or those who fail to act to prevent harm. Abuse is not restricted to any socio-economic group, gender or culture.

Types and Signs of Abuse

1. Child or Vulnerable Adult abuse – may be physical, sexual or emotional abuse, or neglect.
2. Significant harm – ill treatment or the impairment of health or development (compared with the health or development which might be expected of a similar child/ adult)
3. Physical abuse – actual or likely physical injury to a child or young adult, or failure to prevent injury. This may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm. Physical harm may also be caused when a parent or carer feigns symptoms of, or deliberately causes, ill health to a child or vulnerable adult they are looking after. This form of physical harm is recognised as Fabricated or Induced Illness.
4. Sexual abuse – actual or likely sexual exploitation of a child or vulnerable adult, including prostitution. Involving forcing or enticing a child or vulnerable adult to take part in sexual activities without their consent or understanding. The activities may involve physical contact including penetration or non- penetrative acts. For example, it may also include involving the child looking at or being involved in the production of, pornographic material or watching sexual activities, or encouraging the victim to behave in sexually inappropriate ways. Can include grooming a child or vulnerable adult in preparation for abuse.
5. Emotional abuse – emotional abuse is the persistent emotional ill treatment of a child or young adult with the intent to cause severe and persistent adverse effects on the victim’s emotional development. It may involve conveying to the victim that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.
6. It can include seeing or hearing ill treatment of another person. It may include serious bullying, including cyber-bullying. It may include not giving the child or

vulnerable adult opportunities to express their views, deliberately silencing them, or making fun of what they say or how they communicate.

Neglect is the persistent failure to meet a child or vulnerable adult's basic physical and/or psychological needs, likely to result in the serious impairment of their health or development such as failing to provide adequate food, shelter and clothing, medical care or treatment or neglect of, or unresponsiveness to, their basic emotional/physical needs. It can include not protecting a child or young adult from emotional harm or danger.

Bullying and Harassment; Bullying can include a variety of behaviours from one individual/ group to another individual/ group such as name calling, offensive language, coercion, hitting, pushing, theft or damage to belongings, cyber, spreading harmful messages, hate crime or mate crime which is befriending someone with the intent to exploit them in some way.

E-Safety

All learners, apprentices and staff are expected to use the internet for research, communication and to view information relevant to the job role and course content. Ignite Sport UK always promote safe use of the internet. When supervised, staff will actively monitor learner and apprentice's internet usage and are encouraged to review sites before recommended use. All staff and apprentices complete an e-safety course during induction training which is regularly revisited in line with our e-safety policy.

The Prevent Duty

In 2010, the Government published the Prevent Strategy. This raised an awareness of the specific need to safeguard children, young people and families from violent extremism. Please refer to our Prevent Duty Procedure. Extremist groups have attempted to radicalise vulnerable children and young adults to hold extreme views including views justifying political, religious, sexist or racist violence, or to steer them into a rigid and narrow ideology that is intolerant of diversity and leaves them vulnerable to future radicalisation. Prevent is about Safeguarding our learners to keep them both safe and within the law. The Prevent Duty is not about preventing students from having political and religious views and concerns but about supporting them to use those concerns or act on them in non-extremist ways.

Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism. Learners may become susceptible to radicalisation through a range of social, personal and environmental factors – it is known that violent extremists exploit vulnerabilities in individuals to drive a wedge between them and their families and communities. It is vital that school staff can recognize those vulnerabilities.

Extremism is defined by the Government in the Prevent Strategy as: Vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas.

Channel

Channel is a multi-agency approach to provide support to individuals who are at risk of being drawn into terrorist related activity. It is led by the regional Police Counter-Terrorism Unit, and it aims to:

- Establish an effective multi-agency referral and intervention process to identify vulnerable individuals.
- Safeguard individuals who might be vulnerable to being radicalised, so that they are not at risk of being drawn into terrorist-related activity.
- Provide early intervention to protect and divert people away from the risks they face and reduce vulnerability.

The Channel programme focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. It provides a mechanism for schools to make referrals if they are concerned that an individual might be vulnerable to radicalisation. An individual's participation in the programme is entirely voluntary at all stages.

Training Providers have a duty to cooperate with the Channel programme in the carrying out of its functions, and with the Police in providing information about an individual who is referred to Channel (Section 38, Counter Terrorism and Security Act 2015).

Full information on the Prevent Duty is outlined in our Prevent Duty Policy.

Recognition of Abuse, including Neglect and Bullying

Recognising abuse is not easy, and it is not the responsibility of Ignite Sport UK's staff or learners to decide whether abuse has taken place or if there is significant risk. We do however have a duty of care to act if we think it may be happening.



Implementation

In order to provide safety, protection, and security to children and young adults throughout our operations we will adhere to our safeguarding policy and aim to achieve the following:

- Protect all children and young adults from abuse, whatever their age, culture, disability, gender, language, ethnic origin, religious beliefs or sexuality.
- All staff are required to complete and carry an enhanced DBS disclosure and staff must hold an in date child safeguarding qualification.
- All staff must sign an Ignite Training code of conduct outlining the expectations of all employees.
- Raise awareness of child and young adult protection issues and promote good practice
- Conduct risk assessments to minimise potential hazards to children's and young adults' welfare
- Provide support to learners who have been abused and act proactively by preventing any similar incidents through risk assessment
- Ensure all staff fully understand their responsibilities and are provided with the appropriate training/regular updates of the legislation
- Ignite Training will take registers to record attendance and liaise with parents/employers to ascertain the safety and whereabouts of any one missing in line with our non-attendance procedure.

Apprentices

Ignite Training will conduct rigorous checks and workplace risk assessments on each employer to ensure that all apprentices are safeguarded and can work in a place of safety. Each employer will be expected to actively engage in the apprentice onboarding process and remain committed to safeguarding the apprentices in their care.

Where required Ignite Sport UK will request the appropriate DBS check and safeguarding training for staff members at the apprentice's work placement.

In achieving our policy aims and being proactive, we have developed procedures related to the recruitment of personnel and how allegations of child or young adult abuse should be dealt with. In light of this, we implement safer recruitment practices, in checking the suitability of personnel to work with children and young adults.

Safer Recruitment

Applicants are required to complete a Staff Suitability Form (which may lead to a subsequent interview) which contains explicit information about their past and that of those living at the same address as them. These are required to be returned to the relevant department and the member of personnel managing the recruitment process. Where applicants will take significant responsibility for safeguarding children during activities within Ignite Sport UK they will be required to complete a DBS check at an enhanced level. If successful in interview staff are asked to understand and sign relevant setting policies. Listed in such policies is our lone worker/child ruling which is applicable at relevant settings. In this policy we operate a ratio minimum of two children or young adults to a minimum of two staff.

Personnel are selected on their suitability to meet the job/role-related requirements and responsibilities, and their ability to demonstrate that they can work safely with children and/or young adults. Applicants will receive confirmation in writing relating to the outcome of their application / interview. If the outcome is positive, arrangements are made for induction and any relevant training, which includes clarification of activity requirements, responsibilities and child/vulnerable adult protection procedures and further identification of training needs. New members of personnel are then required to confirm their agreement to abide by the Ignite Sport UK policies and procedures, including the child and young adult protection policy, in writing. Awareness of child and young adult protection practice will continue to be addressed via ongoing training.

All members of personnel who work with children and vulnerable adults are required to adhere to this policy.

For full detail please refer to the safer recruitment Policy

Key Contacts

Designated safeguarding Lead:

Hannah Bladen

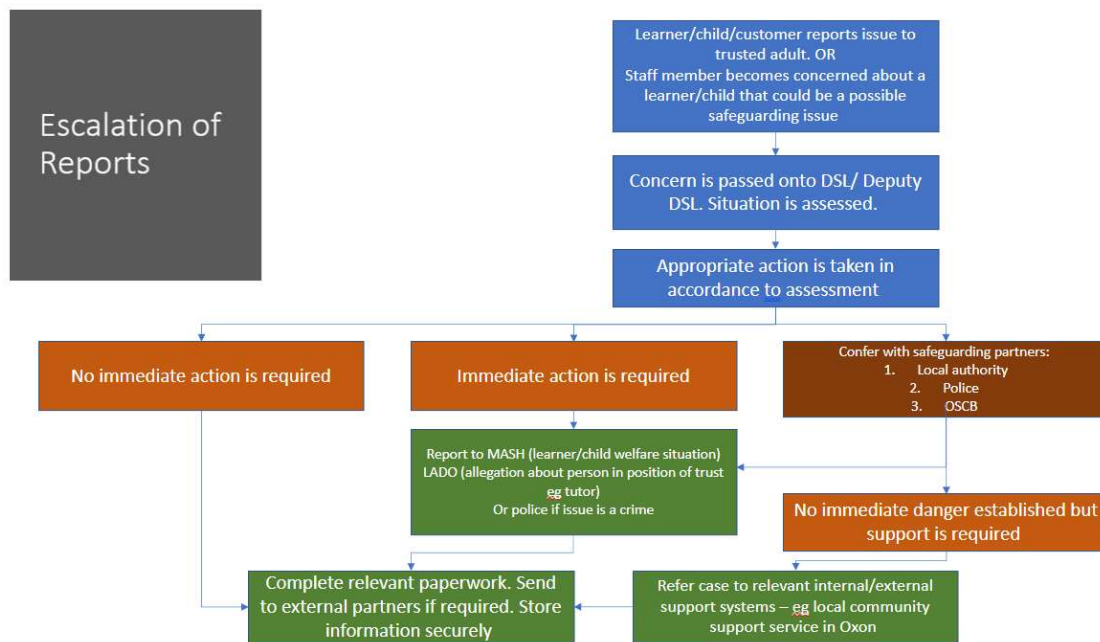
Email: h.bladen@ignitesportuk.com

Deputy safeguarding Lead:

Steph McNeil

Email: s.mcneil@ignitesportuk.com

Reporting Process



It is ultimately the responsibility of the Head of the Child Safeguarding Officer Justin Merritt, to ensure that this statement and related procedures are published and accessible to all personnel, candidates and any relevant third parties.

Associated policies

- Prevent duty Policy
- E-safety policy
- Equality and Diversity Policy
- Safer Recruitment

