



Sexual Violence and Sexual Harassment Policy

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Version	5

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Introduction

The following are very important telephone numbers that must be kept up to date at all times:

Safeguarding Contacts	Mobile
Designated Safeguarding Lead	07917 909277
Local Authority Designated Officer (LADO)	03000 41 08 88
Social Services Referrals	03000 41 11 11
Out of Hours Social Services	03000 41 91 91
Police	999 (emergency) 101 (non-emergency)
NSPCC Whistle-blowing Helpline	0800 028 0285

We believe this policy should be a working document that is fit for purpose, represents the college ethos, enables consistency and quality across the college.

We are committed to safeguarding and promoting the welfare of all learners and we give due regard to the guidance as found in the DfE documents 'Keeping Children Safe in Education' and 'Working Together to Safeguard Children' as the safety and protection of learners is of paramount importance to everyone in this college.

We believe it is very important in taking a whole college approach to safeguarding that prepares learners for life in modern Britain by involving all stakeholders and by creating and maintain a culture of vigilance throughout the college.

We have in place a broad and balanced curriculum that ensures learners are taught about safeguarding by way of a planned program (that is age and stage of development appropriate) of evidence-based content delivered through the whole curriculum. The program covers such topics as:

- Healthy and respectful relationships
- What respectful behaviour looks like
- Consent
- Gender roles, stereotyping, equality
- Body confidence and self-esteem
- Prejudiced behaviour
- That sexual violence and sexual harassment is always wrong
- Addressing cultures of sexual harassment

We are aware that 'sexual violence and sexual harassment can occur between two young people of any sex and they can occur 'through a group of young people sexually assaulting or sexually harassing a single young person or group of young people'.

(Sexual violence and sexual harassment between children in colleges and colleges (DfE))

We are aware that girls, learners who identify as LGBTQ+, or are perceived by their peers to be LGBTQ+ and learners with SEND are most likely to be at risk from sexual violence or sexual harassment.

We understand sexual violence refers to criminal acts such as rape, assault by penetration and sexual assault, as defined by the Sexual Offences Act 2003. While sexual harassment is described as 'unwanted conduct of a sexual nature that can occur online and offline' and can take the form of sexual comments, sexual jokes or taunting, physical behavior and online sexual harassment.

We have the responsibility to ensure that sexual violence and sexual harassment is not acceptable and will not be tolerated. All incidents of sexual violence and sexual harassment will be dealt with and all victims will be taken seriously with the appropriate support provided.

We wish to work closely with the Youth Participation Group (YPG) and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that learners should be encouraged to form and to express their views.

We as a college community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We all have a responsibility to ensure equality permeates into all aspects of college life and that everyone is treated equally irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. We want everyone connected with this college to feel safe, secure, valued and of equal worth.

We acknowledge the findings of the Race Disparity Audit that clearly shows how people of different ethnicities are treated across the public services of health, education, employment and the criminal justice system.

The educational section of the audit that covers: differences by region; attainment and economic disadvantage; exclusions and abuse; and destinations, has a significant importance for the strategic planning of this college.

Aims

- To ensure that sexual violence and sexual harassment is not acceptable and will not be tolerated.
- To have in place procedures to ensure that we meet our responsibilities for safeguarding and promoting the welfare of learners from abuse.
- To ensure that all college personnel are aware of what action to take when dealing with a safeguarding issue.
- To create and provide a learning environment that is safe, secure, warm and welcoming for learners combined with sound security systems and procedures.
- To ensure compliance with all relevant legislation connected to this policy.
- To work with other schools, colleges and the local authority to share good practice in order to improve this policy.

Role of the Head of College

The Head of College has:

- Appointed as Designated Safeguarding Lead and to appoint Deputy Designated Safeguarding Lead/s;
- Delegated powers and responsibilities to the Senior Leadership Team to ensure all college personnel and stakeholders are aware of and comply with this policy;
- Responsibility for ensuring full compliance with all statutory responsibilities;
- Responsibility for ensuring that the college complies with all equalities legislation;
- Nominated a designated equalities person to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- Responsibility for ensuring funding is in place to support this policy;
- Make effective use of relevant research and information to improve this policy;
- Responsibility for ensuring this policy and all policies are maintained and updated regularly;
- Responsibility for ensuring all policies are made available to parents;
- Work closely with the Directors and the Deputy Designated Safeguarding Lead/s;
- Ensure this policy and other linked policies are up to date;
- Ensure that everyone connected with the college is aware of this policy;
- Attend training related to this policy;
- Responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Senior Leadership Team & Designated Safeguarding Leads

The Senior Leadership Team, Designated Safeguarding Lead and Deputy Designated Safeguarding Lead/s will:

- Ensure a whole college approach to safeguarding that will prepare learners for life in modern Britain;
- Ensure learners are taught about safeguarding through Relationship and Sex Education and Personal, Social, Health and Economic Education, as part of providing a broad and balanced curriculum that will cover the following issues:
 - healthy and respectful relationships;
 - what respectful behaviour looks like;
 - gender roles, stereotyping, equality;
 - body confidence and self-esteem;
 - prejudiced behaviour;
 - that sexual violence and sexual harassment is always wrong; and
 - addressing cultures of sexual harassment.
- Undertake effective safeguarding training undertaken by a specialist trainer in order to:
 - have a good understanding of harmful sexual behaviour;
 - undertake a risk and needs assessment by considering the victim, the alleged perpetrator, and the other learners, once a report of sexual violence has been made;
 - be able to safeguard and support victims of sexual violence and sexual harassment;
 - be able to safeguard and support alleged perpetrators;
 - be able to safeguard and support learners who have witnessed sexual violence;
 - deal with victims and alleged perpetrators sharing classes;
 - work with parents and carers.
- Be aware that:
 - a child under the age of 13 can never consent to any sexual activity;
 - the age of consent is 16;
 - sexual intercourse without consent is rape;
 - rape, assault by penetration and sexual assault are defined in law;
 - creating and sharing sexual photos and videos of under-18s is illegal.
- Ensure all college personnel, learners and parents are aware of and comply with this policy;
- Monitor the effectiveness of this policy by speaking with learners, college personnel and parents
- Annually report to the Directors on the success and development of this policy.

Role of the Designated Safeguarding Lead & Deputy Designated Safeguarding Lead/s

The Designated Safeguarding Lead and Deputy Designated Safeguarding Lead/s will:

- Have close links with external support agencies in order to support learners, to train college personnel or support college personnel;
- Take the lead role and using their professional judgement make all decisions on a one-to-one basis;
- Be aware of the local process for making referrals and will use this if a learner has been harmed, is in immediate danger, or is at risk of harm;
- Inform the police (and to social care) a report of rape, assault by penetration or sexual assault;
- Reassure all victims that they are being taken seriously and that they will be supported and kept safe;

- Inform parents or carers if a referral has been made.

Role of College Personnel

College Personnel will:

- Undertake training in order to:
 - be aware of the different types of abuse and neglect;
 - know what to do if they have a concern about a learner;
 - to know how to handle a disclosure;
 - to know how to offer support to learners; and
 - know where to go to if they need support.
- If a learner makes a disclosure:
 - listen to the learner;
 - remain calm;
 - offer reassurance;
 - not ask the learner to remove or adjust clothing if bruises are observed;
 - not ask leading questions;
 - let the learner speak freely;
 - accept what has been told them without challenge;
 - not offer opinion or criticize or lay blame;
 - reassure the learner at the end of the disclosure telling them that they have done the right thing;
 - not promise confidentiality but inform them that other people need to be told;
 - record accurately and factually what the learner has said in note form;
 - record observed injuries or bruises on a map of the body;
 - submit a completed critical incident report to the designated person who will seek advice from the Local Authority Designated Officer (LADO);
- If they suspect that a learner may be a victim of abuse then they must:
 - record accurately and factually what they have seen in note form;
 - submit a completed critical incident sheet to the designated person;
- Be aware that the Designated Safeguarding Lead will then:
 - further investigate and keep records of this investigation;
 - decide whether to take this referral further or to monitor the situation;
 - inform the person making the initial referral of his/her decision;
 - prepare in readiness for a case conference/core group meeting the following information on the learner:
 - attendance and punctuality data
 - academic achievement
 - learner's behavior and attitude
 - relationships and social skills
 - appearance and presentation
 - any known incidents in or outside college
 - college contact with parents/carers
- If a parent makes a disclosure to college then the Designated Safeguarding Lead:
 - should meet with the parent taking down all details;

- will assure the parent that the college will take the matter seriously;
 - that he/she will have to take advice from the Local Authority Designated Officer (LADO) about the disclosure;
 - will get back to the parent when a decision has been taken and how to proceed.
- Record any concern or incident in the following way:
 - Date
 - Time
 - Place
 - Nature of the concern
 - All facts
 - Observed injuries and bruises
 - Note the actual words of the learner
 - Sign the notes and hand to the DSL

Role of Learners

Learners must:

- Feel safe and protected;
- Know how to assess risk to themselves;
- Know how to keep themselves safe;
- Know how to raise a complaint or concern;
- Know and recognise a trusted adult that they can go to and raise their concerns;
- Feel supported and protected when they raise a concern;
- Be kept informed of any actions that have been taken when they have raised a complaint;
- Feel safe from discrimination and bullying;
- Be made aware of the basic safeguarding procedures in college such as visitors signing in and wearing visitor badges.

Role of Parents/Carers

Parents are:

- Asked to work hard with the college to establish excellent home-college relationships;
- Aware that we have a responsibility for the welfare of all our learners;
- Aware that we have a duty to involve social care or any other agency if we have any concerns about a learner;
- Aware that under certain circumstances we will involve an agency without informing them if we think that by doing so, we will place the learner at even greater risk;
- Aware that they will be kept up to date with all our actions;

Raising Awareness of this Policy

We will raise awareness of this policy via:

- College Handbook/Prospectus;
- College website;
- Employee Handbook;
- Meetings with parents such as introductory, transition, parent-tutor consultations and periodic curriculum workshops;
- College events;
- Meetings with college personnel;
- Written communications with home such as termly newsletters
- Annual report to parents;
- Information displays;

- Text messages;
- Email;
- Sharing with new college personnel;
- Sharing with all college personnel when updated/amended;
- Sharing on the CPOMS Library for ease of reference

Training

Training organised by the Local Safeguarding Children Multi-Agency Partnership will take place for college personnel, volunteer helpers and Advisors:

- On induction to the college;
- Throughout the academic year.

All college personnel:

- Have equal chances of training, career development and promotion
- Received annual, and more frequently as required, training on:
 - KCSIE
 - Ofsted Review and Guidance on Harmful Sexual Behaviour
 - DFE guidance on child on child Abuse
- Receive training on induction which specifically covers:
 - All aspects of this policy
 - College Personnel Code of Conduct
 - Keeping Children Safe
 - Working Together to Safeguard Children
 - Sexual Violence and Sexual Harassment
 - Listening to Learners
 - The Safe Use of the Internet and Social Media
 - Equal opportunities
 - Inclusion

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any learner and it helps to promote equality at this college.

Monitoring the Implementation and Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the Head of College.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Head of College by the Senior Leadership Team for further discussion and endorsement.