

Oxford International English Schools: Safeguarding and Child Protection Policy

This is a summary of our policy. The full policy is available from the School

A significant number of the students we work with are under 18 and many under 16. The safety and well-being of all our students is our highest priority. We recognise we have special responsibilities to ensure the safety of these students and we believe that safeguarding is the individual and collective responsibility of everyone working in the company. Our policy recognises that the welfare and interests of children are paramount in all circumstances and we are committed to ensuring its safeguarding practices exceed statutory requirements and the requirements of all our various accrediting bodies.

We acknowledge that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take all reasonable and appropriate steps to ensure their welfare. Our policy aims to ensure that regardless of age, disability, gender reassignment, marriage, pregnancy, race, religion or beliefs, sex, sexual orientation or socioeconomic background, all children:

- Have a positive and enjoyable experience on OIEG programmes in a safe and child-centred environment
- Are protected from abuse whilst participating in our programmes

Our policy is written with regard to 'Keeping Children Safe in Education' (July 2015), 'Working Together to Safeguard Children' (March 2015), 'What to Do If You're Worried a Child Is Being Abused' (2006), The Children Acts 1989 and 2004, The Education Act 2002, Counter Terrorism and Security Act 2015, The Prevent Strategy (June 2015) as well as our industry best practice.

Our policy refers to the following areas

- Staff Code of Conduct
 - Propriety and Behaviour
 - Dress and Appearance
- Working with children
 - Power and Positions of Trust
 - Infatuations
 - Sexual Contact
 - Behaviour Management
 - Physical Contact
 - Communication with Children and Young People (*including e-safety*)
- Other Safeguarding issues:
 - Bullying:
 - Female genital mutilation (FGM)
 - Child sexual exploitation
 - e-Safety:
 - Extremism & Radicalisation
- Managing the process
 - How to Respond to Concerns
 - How to Respond to a Child Disclosure

- Recognising Symptoms of Abuse: What is abuse and neglect?
- Handling allegations of abuse against staff
- Handling allegations of abuse made against other students
- The roles and responsibilities of Group Leaders
- Safe Recruitment:
- Accommodation:
- Excursions and activities:

Under 18's Involvement

As part of 'Best Practice' all students will be made aware of the Child Protection and Safeguarding Policy and will be invited to make their own comments and contribution as appropriate during their induction.

As Part of our safeguarding policy OIEG will:

- Promote and prioritise the safety and wellbeing of children and young people
- Ensure 'All Adults Working With Children' understand their roles and responsibilities in respect of safeguarding and are provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- Ensure all staff are appropriately trained in Safeguarding, and that all staff adhere to the Safeguarding and Child Protection Policy.
- Ensure children in our care, their parent/carers and overseas agents are aware of our Safeguarding leads, this policy and procedures as appropriate
- Ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- Ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- Prevent the employment/deployment of unsuitable individuals
- Ensure robust safeguarding arrangements and procedures are used *in operation*

The policy and procedures will be widely promoted and are mandatory for all staff and others working on our behalf including providers of accommodation and other sub-contractors. Failure to comply with the policy and procedures will be addressed without delay and may lead to disciplinary action.

Associated Policies

There are several policies associated with the Safeguarding and Child Protection Policy. These are listed below and will be made available to all adults working with children on OIEG programmes and be accessible at all the schools.

- Health and Safety including first aid, fire safety and risk assessment
- E-safety
- Safer Recruitment
- Tackling Extremism & Radicalisation
- Whistle-blowing
- Disciplinary Procedure