

Smart Training and Recruitment is committed to the highest standards of ethical conduct and integrity in its activities. We, at Smart Training and Recruitment, have a primary responsibility for the care, welfare, and safety of the learners in our charge.

Smart Training & Recruitment believes that it is always unacceptable for anyone to experience abuse of any kind and recognises its responsibility to safeguard the welfare of all learners, particularly children and other vulnerable groups, by a commitment to practice which protects them. We recognise that:

- The welfare of our learners is paramount.
- All learners regardless of age, disability, gender, racial heritage, religious belief, sexual orientation, gender reassignment, social or marital status or identity have the right to equal protection from all types of harm or abuse.
- Where appropriate, working in partnership with learner's parents, carers, placement, and other agencies is essential in promoting individual's welfare.

We will carry out our responsibilities through our Safeguarding Policy and amongst other policies, which aim to provide a caring, supportive and safe environment and values individuals for their unique talents and abilities - an environment in which all our learners can learn and develop to their full potential.

The two key principles of Safeguarding are:

- Safeguarding is everyone's responsibility – for services to be effective, each profession and organisation should play their full part.
- A learner-centred approach – for services to be effective, they should be based on a clear understanding of the needs and views of learners.

Our Aim is to:

- (a)** Raise staff awareness of the importance of safeguarding our learners, especially 16– 18-year-olds and adults at risk, and of their responsibilities for identifying and reporting actual or suspected abuse.
- (b)** Ensure that everyone knows that we take Safeguarding very seriously and will follow the appropriate procedures for identifying and reporting abuse, and for dealing with issues, such as bullying behaviour and e-safety, and allegations.
- (c)** Liaise effectively with parents, guardians, carers, placements, and other agencies, working together to protect our learners.
- (d)** Seek to protect our learners by helping them learn about the signs and risks of possible abuse, helping them to recognise unwelcomed behaviour in others and to acquire the confidence and skills they need to help keep themselves safe by reporting any issues or concerns.
- (e)** To promote and reinforce shared values, including British Values¹, to create space for free and open debate and to listen and support the voice of our learners and staff.
- (f)** To engage all learners and staff to play a full and active role in wider engagement in multi-cultural and multi-faith society.
- (g)** To ensure learner, employer, and staff safety by creating a working and learning environment that is free from bullying, harassment and discrimination.
- (h)** To provide support for learners, employers and staff who may be at risk of radicalisation and offer appropriate sources of advice and guidance.
- (i)** To ensure that learners, employers and staff are aware of their roles and responsibilities in preventing violent and non-violent extremism.

Smart Training & Recruitment is committed to ensure that risks are monitored, and issues are dealt with appropriately, which arise through the following:

- (a) Understanding the nature of threat from violent extremism and how this may impact directly and indirectly on the learner and staff at Smart Training & Recruitment.
- (b) Identifying, understanding and managing potential risks within the workplace from external influences.
- (c) Responding appropriately to events reported via local, national or international news that may impact on learners and communities.
- (d) Ensuring plans are in place to minimise the potential for acts of violent or non-violent extremism within the workplace.
- (e) Ensuring measures are in place to respond appropriately to a threat or incident within the workplace.
- (f) Continuously developing effective ICT security and responsible user policies.
- (g) Ensuring compliance with related policies.

Smart Training & Recruitment adopt a “whole organisation approach”:

- Smart Training & Recruitment is committed to a whole-organisation approach to Safeguarding. Certain groups of people have key responsibilities, as outlined later in this document, but it is everyone’s responsibility to keep learners safe. All Safeguarding concerns must be reported via safeguarding@smarttar.co.uk, and added to the central log, this email address is monitored by the DSL, DSO and the Safeguarding Administrator.

Registered Office:

Dinson House
39-40 Quay Street Newport Isle of
Wight PO30 5BA

Designated Safeguarding Lead:

Director of Operations:
Moya Hannon (Moya.Hannon@smarttar.co.uk)