



Address: 2 Lord Street, Oldham OL1 3EY

©2024 NxtGen Education

<b>Policy Name</b>	Safeguarding Policy
--------------------	---------------------

<b>Recent Review Date</b>	December 2024	<b>Next Review Date</b>	December 2025
---------------------------	---------------	-------------------------	---------------

## 1. Policy Statement

NXT GEN Education ("NXT GEN") is fully committed to safeguarding and promoting the welfare, safety, and wellbeing of all learners, staff, and visitors. We recognise our responsibility to create and maintain a safe, supportive environment where all individuals are protected from harm, abuse, neglect, and exploitation.

This policy outlines NXT GEN's safeguarding arrangements and complies with:

- The Children Act 1989 & 2004
- Keeping Children Safe in Education (KCSIE) 2024
- Working Together to Safeguard Children (2018, updated 2023)
- Education Act 2002
- The Prevent Duty (Counter-Terrorism and Security Act 2015)
- UK GDPR and Data Protection Act 2018
- Local Safeguarding Partnership requirements

Safeguarding is everyone's responsibility. All staff and learners must remain vigilant and report concerns promptly.

## 2. Scope

This policy applies to:

- All NXT GEN learners (including apprentices, under-18 learners, and adults at risk)
- All employees, contractors, agency staff, volunteers, and visitors
- All activities delivered on NXT GEN premises, online, or through partner organisations

## 3. Definitions

### 3.1. Safeguarding

Protecting a person's right to live in safety, free from abuse, neglect, and harm.

### 3.2. Adults at Risk

A person aged 18+ who is unable to protect themselves due to care needs, disability, illness, or vulnerability.

### 3.3. Abuse Types

- As defined by statutory guidance, including:
- Physical, emotional, sexual abuse
- Neglect and self-neglect
- Domestic abuse
- Financial abuse
- Discriminatory abuse
- Bullying and cyberbullying
- Online grooming and exploitation

- Radicalisation and extremism
- County lines and criminal exploitation

#### **4. Safeguarding Responsibilities**

##### **4.1. NXT GEN Management Board**

- Hold strategic accountability for safeguarding arrangements
- Ensure compliance with legislative and awarding-body requirements
- Review safeguarding performance annually

##### **4.2. Designated Safeguarding Lead (DSL)**

The DSL is responsible for:

- Managing safeguarding referrals
- Liaising with external agencies (police, LADO, social care, Prevent leads)
- Maintaining safeguarding records securely
- Delivering staff training and ensuring compliance
- Providing advice and guidance to staff

Designated Safeguarding Lead (DSL):

Email: [complaints@nxtgenedu.co.uk](mailto:complaints@nxtgenedu.co.uk)

Telephone: 02045867400

##### **4.3. Deputy Safeguarding Lead (DDSL)**

Acts in the absence of the DSL

Supports case management and training

##### **4.4. All Staff**

All employees have a duty to:

- Attend annual safeguarding and Prevent training
- Report any concerns immediately to the DSL / DDSL
- Record incidents accurately and factually
- Maintain professional boundaries at all times
- Failure to follow safeguarding procedures may result in disciplinary action.

##### **4.5. Partner Organisations**

Where NXT GEN works with partners/subcontractors:

- Due diligence is carried out
- Safeguarding expectations are written into agreements
- Partners must follow NXT GEN safeguarding standards

## 5. Safer Recruitment

NXT GEN follows safer recruitment practices to reduce the risk of harm:

- All staff must complete an enhanced DBS check
- Identity, right-to-work, and qualification checks are mandatory
- References must be verified
- Any gaps in employment must be explained
- New staff cannot work unsupervised until all checks are complete
- A full safer recruitment procedure supports this policy.

## 6. Safeguarding Training

All staff receive:

- Annual safeguarding refresher training
- CPD courses on Safeguarding
- Prevent Duty and online safety training
- Induction training covering all policies and reporting procedures
- DSL and DDSL undertake advanced safeguarding training every two years.

## 7. Prevent Duty

NXT GEN meets its legal duty to safeguard learners from radicalisation by:

- Training staff to identify signs of extremism
- Reporting Prevent concerns to the DSL
- Implementing a Prevent risk assessment and action plan
- Engaging with local Prevent coordinators

## 8. Online Safety

NXT GEN ensures safe use of digital technologies by:

- Monitoring online activity on NXT GEN systems/LMS
- Providing guidance on safe online behaviour
- Ensuring remote learning complies with safeguarding standards
- Bullying, harassment, or exploitation online will be treated as safeguarding concerns.

## 9. Reporting a Safeguarding Concern

### 9.1. What to Report


- Staff and learners must report any concerns regarding:
- Behavioural changes
- Disclosure of abuse
- Unsafe home or learning environments
- Risk of self-harm or suicide

- Concerns about another learner or member of staff
- Radicalisation or extremist influences

### 9.2. How to Report

Concerns must be reported immediately to:

 [complaints@nxtgenedu.co.uk](mailto:complaints@nxtgenedu.co.uk)

 02045867400

If a person is in immediate danger, call 999.

### 9.3. What Happens Next

The DSL will assess the concern

A written safeguarding record will be created and stored securely

Relevant agencies will be contacted where necessary

Learners will be supported throughout the process

## 10. Confidentiality and Record-Keeping

- Safeguarding records are stored securely in accordance with UK GDPR
- Only authorised personnel may access safeguarding files
- Information is shared strictly on a “need-to-know” basis
- Records are retained for a minimum of 3 years

## 11. Escalation and Whistleblowing

If staff believe safeguarding concerns are not being acted upon properly, they may escalate their concerns to:

- NXT GEN Head of Centre
- Local Authority Designated Officer (LADO) / Local Councils
- Ofsted (for serious safeguarding concerns)
- Awarding bodies or regulators
- Whistleblowers are protected under relevant legislation.

## 12. Supporting Learners

NXT GEN provides:

Pastoral support

Mental health signposting

Support plans for vulnerable learners

Reasonable adjustments

Referrals to external agencies

NXT GEN is committed to creating an environment where learners feel safe to speak up.

### 13. Policy Review


This policy will be:

- Reviewed annually or sooner if legislation changes
- Communicated to all staff, learners, and partners

Contact for Safeguarding Queries

NXT GEN Safeguarding Team

 [complaints@nxtgenedu.co.uk](mailto:complaints@nxtgenedu.co.uk)

 02045867400