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Safeguarding & Prevent Policy

Firebrand Apprenticeships

Version 5.1

2022-2023

www.firebrandtraining.co.uk

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Scope

Firebrand Training recognises that Safeguarding is the process of protecting vulnerable people, whether from crime, other forms of abuse or from being drawn into terrorism-related activity.

Every member of Firebrand Training has a role to play in protecting our stakeholders and our staff from harm, abuse, exploitation and radicalisation. As such this policy is relevant and applicable to all staff including senior and middle management, permanent and temporary support staff and the designated Safeguarding Officers.

Contractors, volunteers and other people working for or with Firebrand will also be required to operate within the ethos and parameters of the policy and its associated procedure.

Our Commitment

The aim of Firebrand is to support the implementation of policies and procedures enabling all learners to achieve their full potential in a safe, welcoming and happy learning environment, free from harm, abuse and exploitation.

Firebrand is equally committed to supporting staff in creating an environment in which they can work together to develop an ethos for all our customers, including young people and adults at risk, to feel secure, and one in which they have a clear structure within which to work and learn safely.

Our prime concern at all times must be the safety and interest of all who are attending Firebrand, therefore, reasonable steps will be taken to prevent foreseeable harm to learners and staff.

Firebrand will ensure all staff, including temporary, part time and voluntary receives appropriate training in their legal and professional obligations to protect young people, adults and staff at risk from harm, abuse and exploitation.

The culture of vigilance extends to Firebrand's external relationships. For example, where employers with whom Firebrand is engaged are in breach of the Equality Act or advocating extremist views or behaviour this will be addressed as a Safeguarding / Prevent issue by the designated Safeguarding Officers.

Responsibilities

Adhering to this policy is mandatory and safeguarding is the responsibility of all Firebrand staff.

Role of the designated Safeguarding Officers

For effective implementation of the Safeguarding & Prevent Policy, all staff must work in partnership to ensure the protection of those learning with Firebrand. However, the Safeguarding Officer has a specific role in dealing with any safeguarding matters that arise.

The role of the designated Safeguarding Officer is to:

- Maintain the policy and procedure.
- Ensure that the policy and procedure maintain compliant with all statutory and legal obligations.
- Support appropriate staff training.
- Complete risk assessments.
- Work in conjunction with external professionals and agencies.
- Act as a point of contact and support for staff.
- Receive and advise on all incidents and concerns reported by staff.
- Take a lead role in the implementation of policy, procedure and staff training.
- Maintain up to date knowledge on Safeguarding and Prevent issues.
- Maintain complete and accurate records and retain these confidentially.

The designated Lead Safeguarding Officer is:

Shaun Donaghy - Head of Apprenticeship Quality

SDonaghy@firebrandtraining.com

07395 794075

SAFEGUARDING

Policy

This policy sets out the Firebrand framework for protecting young people, vulnerable adults and staff from harm, abuse and exploitation. It details the action that will be taken within Firebrand in response to concerns raised or identified.

Abuse can happen anywhere - including cyber bullying, social websites, mobile telephones, text messages, photos and emails, in any environment.

Definitions

These definitions have been taken from a range of legal and statutory sources including legislation relating to the protection of young person and adults and guidance from UK government and associated agencies.

- **Safeguarding** - is the process of protecting vulnerable people, whether from crime, other forms of abuse or from being drawn into terrorism-related activity.
- **Duty of Care** - our responsibility to use professional expertise and judgement to protect and promote the best interests of young person, young people, adults and staff and to ensure that we exercise an appropriate level of care towards them, as is reasonable within the parameters of our relationship.
- **Young person** - Someone who is aged under 18 years, including apprentices aged 16-17 years old.

- **Young person Protection** - Young person Protection is a part of the overall area of safeguarding and refers to the activities undertaken to protect specific young person who are being harmed or are at risk of harm
- **Adult at Risk** - Someone who is aged 18 or over and who is or may need community care services by reason of mental health or other disability, age or illness, who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.
- **Vulnerable Adult** - Vulnerable Adult is the term that was previously used to refer to someone we would most often now refer to as an Adult at Risk.
- **Harm** - Harm is most broadly defined as being all harmful conduct, but more specifically is conduct which causes physical, psychological, or self-harm or unlawful conduct which appropriates or adversely affects property, rights or interests.
- **Abuse** - All forms of physical and/or emotional ill treatment, neglect or negligent treatment or commercial or other exploitation, resulting in actual or potential harm to health, survival, development, or dignity in the context of a relationship of responsibility, trust or power.
- **Trafficking** - The recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, abduction, fraud, deception, abuse of power or a position of vulnerability, or the giving or receiving of payments or benefits to obtain the consent of a person having control over another person for the purpose of exploitation.
- **Exploitation** - Includes the exploitation of the prostitution of others or other forms of sexual exploitation, forced labour or service, slavery, or practices similar to slavery, servitude or the removal of organs.

Purpose

The purpose of this policy is to ensure that concerns about welfare of young people, adults and staff at risk are dealt with sensitively, effectively, and promptly.

It is important that young people, adults at risk and staff are protected from abuse. All complaints, allegations or suspicions must be taken seriously. This procedure must be followed whenever an allegation of abuse is made or when there is a suspicion that abuse has occurred.

- Promises of confidentiality **should not** be given as this may conflict with the need to ensure the safety and welfare of the individual.
- A full, factual record shall be made as soon as possible of the nature of the allegation.

- This should include information in relation to the date, the time, the place where the alleged abuse happened, your name and the names of others present, the name of the complainant and, where different, the name of the adult who has allegedly been abused, the nature of the alleged abuse, a description of any injuries observed, the account which has been given of the allegation.

Identifying Harm

Through day-to-day contact with clients and learners Firebrand staff are well placed to observe outward symptoms of abnormality or change in appearance, behaviour, learning pattern or development. Such symptoms could be due to many factors however it could be due to harm.

Concerns regarding the protection of young person and adults at risk may arise because:

- A stakeholder (incl. of staff) discloses that they are being harmed.
- There are suspicions or indicators that a stakeholder (incl. of staff) is being harmed
- There are observable changes in the behaviour of an individual that could relate to harm
- The behaviour of a member of staff towards a stakeholder causes concern or there is a suspicion that a member or volunteer is harming a stakeholder.

Although no list of symptoms can be exhaustive, possible signs of harm may include:

- Bruises and injuries with which the explanation given seems inconsistent.
- Possible indicators of neglect, such as inadequate clothing, poor growth, hunger, poor hygiene.
- Possible indicators of emotional harm, such as excessive dependence, attention seeking, self-harm.
- Possible indicators of sexual harm, such as signs of bruises, scratches, bite mark, or behavioural signs such as precocity, withdrawal, or inappropriate sexual behaviour.
- Agitated or anxious behaviour.
- Nervousness.
- Inappropriate or improper dress.
- Appearing unwashed.
- Being overanxious to please.
- Signs of discomfort or pain.
- Frequent absences.
- Uncharacteristic changes.
- Reluctant to go home.

It is not the responsibility of staff working for Firebrand to decide that someone is being harmed or to investigate concerns or allegations, but it is a responsibility of every member of staff to share them with the designated Safeguarding Officer.

PREVENT

Introduction

The threat to the UK from international terrorism is substantial. The terrorist threats that we now face are more diverse than ever before, dispersed across a wider geographical area and often in countries without effective governance. We therefore face an unpredictable situation.

Dealing with violent extremism is nothing new. Throughout history there have been groups prepared to use violence to achieve their aims. A small minority of these seek to radicalise young people with an ideology which justifies the use of violence through a distorted interpretation of a set of values, often associated with a religion.

In line with guidance from the Department for Education (DfE), Firebrand has a zero tolerance acceptance of extremist behaviour and ensures that our care, guidance and curriculum to empower young people to reject violent or extremist behaviour.

Whilst it remains very rare for all learners to become involved in extremist activity, any learner can be exposed to extremist influences or prejudice views, including via the internet, from an early age. Early intervention is a preferable way of tackling extremism.

Definitions

Extremism is defined as:

“Vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance for those with 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.”

For the purposes of this policy, any references to **adult at risk** should also be deemed to refer to individuals who have reported extremism or who have been the subject or target of extremism.

Strategies for Preventing Extremism

The office for security and counter terrorism works to counter the threat from terrorism and their work is detailed in the counter terrorism strategy CONTEST. This strategy is based on four areas of work:

- Pursue - to stop the terrorist attacks
- Prevent - to stop the people becoming terrorists or supporting terrorism
- Protect - to strengthen our protection against terrorist attacks
- Prepare - to mitigate the impact of a terrorist attack

Aims

At Firebrand we follow principles which seek to:

- Raise awareness to all learners of the threat from violent extremist groups and the risks.
- Provide information about what can cause violent extremism, about preventative actions taking place locally and nationally and where we can get additional information and advice.
- Help learners to understand the positive contribution they can make to empower themselves to create communities that are more resilient to extremism, and protecting the wellbeing of particular learners or groups who may be vulnerable to being drawn into violent extremist activity.
- Provide advice on managing risks and responding to incidents locally, nationally as conveyed by our Regional Prevent Coordinator at DfE.

Firebrand will use these principles to guide our work in all areas including building on our work in:

- Promoting Cyber Choices which educates learners about the risks of their skillset being sought out for illegal activity.
- Promoting learner wellbeing, equalities and community cohesion
- Building the resilience of Firebrand, working with partners to prevent the learners coming victims of harm
- Working with other agencies, employers and parents to support the wellbeing and welfare of our learners

Possible signs of radicalisation

As detailed within the Anti-terrorism prevent toolkit, potential signs of radicalisation include:

- The individual's views become increasingly extreme regarding another section of society or government policy
- They are observed downloading, viewing or sharing extremist propaganda from the web
- They become withdrawn and focused on one ideology
- The individual becomes increasingly intolerant of more moderate views
- The individual may change their appearance, their health may suffer (including mental health) and they may become isolated from family, friends, peers or social groups.
- The individual expresses a desire/intent to take part in or support extremist activity

Objectives

As part of Firebrand's objectives to safeguarding, equality and diversity and the promotion of British values, we will ensure that all staff has the confidence to recognise the signs that a learner or colleague is at risk of radicalisation. We do all this by:

- Promoting fundamental British values and by ensuring that there is a culture of openness within all delivery and teams.

- Challenging segregation, promoting cohesion and building learner resilience with the aim of our learners and staff contributing actively to wider society.
- Operating a clear and consistent anti-bullying approach which challenges harassment and discriminating and enables learners and staff to feel safe and supported.
- Providing support, advice and guidance for learners and staff who may be at risk. This may include referral to channel, the process by which multi agency support is provided to individuals who are at risk of being drawn into terrorism.
- Ensuring that staff, learners and employers are aware of their roles and responsibilities in preventing radicalisation and extremism.
- Having a leadership team which actively promotes the core values of shared responsibilities and well-being for learners and staff and ensures and these are at the centre of everything that we do.

Accountable and Responsibilities

All staff should be vigilant to extremists behaviour as a wider part of their safeguarding duties and report their concerns Safeguarding Officers who in turn may seek advice and guidance from the Regional Prevent Coordinator:

David Layton-Scott

David.LAYTON-SCOTT@education.gov.uk

07384 452155

All staff must complete bi-annual mandatory training relating to ACT (Awareness Counters Terrorism) -

https://ct.highfieldelearning.com/?_ga=2.85596121.133790642.1600783400-699731353.1600783400

Managing and Responding to Risk

Firebrand will carry out an annual risk assessment using the *Prevent Risk Assessment form*. This helps to evaluate where and how customers or staff may be at risk of being drawn into terrorism. This will include reviewing policies regarding the delivery of learning, student welfare, equality and diversity, and the safety and welfare of stakeholders and staff.

We will ensure that there is a shared understanding amongst staff and learners as to the risks posed within the training environment by extremist's behaviour by raising awareness through training and information sharing.

Steps will be taken to mitigate the risk posed to staff/learners by individuals vulnerable to extremism on a case-by-case basis.

Referrals to Channel programme will be made on a case and with consideration being made to the need for a multi-agency approach in advance of any referrals.

Further risk assessments will be carried out any time Firebrand premises are used for events held by staff, customers or visitors, external bodies, community groups

or partners. Risk assessments will be undertaken on any external speakers and clear guidance will be issued as to levels of acceptable behaviour whilst on site.

All display and learning materials, inclusive of externally produced leaflets and posters, will promote fundamental British values and have due consideration to the Equality Act.

Teaching and Learning

A curriculum that promotes Fundamental British Values with the view to encourage learners to participate in their local communities and use their voice to make positive changes will be provided.

Fundamental British Values involve people showing tolerance and respect for the rights of others. It also enables customers to distinguish the difference between right and wrong, to also encourage them to respect the civil and criminal law of England. Tolerance and harmony are promoted between difference cultures, this is done so that customers show appreciation and respect for others and their own cultures. Firebrand will link this to technical learning where applicable but for the most part this will be embedded in our additional curriculum through 'IMPACT AiM' [Impact Aim | Creating Futures Together](#) and our VLE led induction modules.

We will take every available opportunity to match curriculums to local priorities whilst offering learners the opportunity to develop critical thinking skills. As an example, our embedded content linked to Cyber Choices so as to raise awareness and reinforce understanding. [Cyber Choices: Helping you choose the right and legal path - National Crime Agency](#)

Use of Monitoring of IT

IT equipment provided to both staff and learners is subject to monitoring of its use. In addition to monitoring, filters are applied to restrict access to harmful content and prevent people from being drawn into extremist behaviour.

Inappropriate use of IT facilities that appears to be in breach of the Prevent policy must be reported to the Safeguarding Officer and IT Service Desk.

GENERAL PROVISIONS

Reporting an Allegation

Any suspicion, allegation or incident relating to Safeguarding or Prevent must be reported to the designated Safeguarding Officer within 24 hours, either directly or through the respective line management.

If the Line Manager and the designated Safeguarding Officer are not available, reports must be reported to another Senior Manager. The purpose of reporting to

management is to raise awareness and to ensure that staff members are dealing with the allegation appropriately and in line with company procedures.

Responding to an Allegation

When responding to an allegation **DO**:

- Make sure the individual is safe
- Assess whether emergency services are required and if needed call them
- Listen
- Offer support and reassurance
- Ascertain and establish the basic facts
- Make careful notes and obtain agreement on them. Ensure notation of dates, time and persons present are correct and agreed
- Follow correct procedure
- Explain areas of confidentiality; immediately speak to your Line Manager for support and guidance
- Take all necessary precautions to preserve forensic evidence, if applicable
- Explain the procedure to the individual making the allegation
- Remember the need for ongoing support.

Do **NOT**:

- Confront the alleged abuser or extremist individual
- Be judgmental or voice your own opinion
- Be dismissive of the concern
- Investigate or interview beyond that which is necessary to establish the basic facts
- Disturb or destroy possible forensic evidence
- Consult with persons not directly involved with the situation
- Ask leading questions
- Assume information
- Make promises
- Ignore the allegation
- Elaborate in your notes
- Panic

It is important to remember that the person who first encounters a case of alleged abuse or extremism is not responsible for deciding whether abuse or extremism has occurred. This is a task for the professional adult protection agencies or Prevent channel panels, following a referral from the designated Safeguarding Officer.

Allegations against Staff

Where an allegation concerns the actions of a member of staff (who may also be colleague) it is the clear duty of all those concerned to report the matter as set out above.

Firebrand sets out clear reporting procedures for unethical or improper conduct. When it comes to raising Safeguarding or Prevent concerns, no distinction should

be made between staff and other persons. The wellbeing of young people, adults at risk, staff and other customers is paramount.

It is important to ensure that the action taken:

- Protects the rights and wishes of the young person or adult at risk
- Protects the rights of the member of staff concerned
- Enables managers to take appropriate action either on behalf of the young person / adult at risk or against the staff member where appropriate; and
- Does not compromise any criminal investigation.

Any member of staff who is alleged to have had an inappropriate relationship with a stakeholder/service user will be suspended whilst an investigation is carried out. On completion of investigation written records for any member of staff who is found to be innocent must be destroyed immediately.

Reporting Safeguarding & Prevent

It is important that any issues relating to Safeguarding or Prevent are reported promptly, accurately, and as comprehensively as possible.

Data protection and confidentiality (where possible) guidelines should be observed when recording sensitive information. All recorded information should be handled sensitively, and all conventions of confidentiality must be adhered to at all times.

Safeguarding & Welfare (Incl. of Prevent) - Escalation Form - FIREBRAND STAFF ONLY

If a staff member suspects a need of safeguarding and welfare escalation or a disclosure is made, you must complete the *Safeguarding and Welfare Escalation Jira Ticket* within 24 hours. The escalation ticket should be completed as fully and as much in the words of the person (where applicable).

<https://fbtservicedesk.atlassian.net/servicedesk/customer/portal/42/group/77/create/431>

Safeguarding & Welfare (Incl. of Prevent) - Escalation Form Customer, Employers and Apprentices

Similarly, if you, a customer, or other employee directly experiences or witnesses extremism, the procedure above should be followed. This recording can be done in conjunction with the designated Safeguarding Officer if required, by sending an email to - safeguarding@firebrandtraining.com

If you believe there may be issues in respect of Safeguarding or Prevent but do not have direct witness testimony or explicit disclosure, the Escalation Email should be sent immediately. Examples of when to use this include:

- if you have a concern that a stakeholder/service user may be harmed

- if you have a concern that a member of staff or another adult is behaving inappropriately
- if you have a concern that a customer or employee may be at risk of extremism

This form can also be completed giving as much detail as possible and submitted immediately to the Safeguarding Officer who will respond promptly.

http://bit.ly/Safeguarding_and_Welfare_WebForm

Referring Information within Firebrand and to External Agencies

Information should be referred to the designated Safeguarding Officer. No information should be referred to an external agency by any staff member other than the designated Safeguarding Officer or a member of the Senior Management Team. On receiving information relating to a concern about a young person or adult the Safeguarding Officer will undertake consultation in order to be able to make a decision as to appropriate action.

Three decisions may be made:

- **No further action required** - concerns have been allayed but written documentation regarding the concern and the reasons for no further action being taken will be kept.
- **Continued monitoring of the situation** - concerns have not been fully allayed, however, continued monitoring of the situation is required. Involved parties will continue to listen, observe, record, consult and report.
- **Formal referral** - referral will be made to the most relevant agency by the Safeguarding Officer.

If the decision is formal referral, the designated Safeguarding Officer shall telephone and report the matter to the appropriate local Safeguarding Officer or regional Prevent Coordinator, as appropriate. They may also engage with other appropriate external agencies, as set out below.

A written factual, record of the date and time of the report shall be recorded on the Safeguarding Escalation Form, including the name and position of the person to whom the matter is reported. The report must be confirmed in writing to the relevant referral body within 24 hours.

Confidentiality

Vulnerable adult protection raises issues of confidentiality which should be clearly understood by all. Similarly, reports of extremism also raise significant issues of confidentiality. The following guidelines apply to Safeguarding issues in respect of young person, adults at risk and prevent.

- Staff and associates have a professional responsibility to share relevant information about the protection of vulnerable adults with other professionals, particularly investigative agencies, and adult social services.
- Clear boundaries of confidentiality will be communicated to all.

- All personal information regarding a vulnerable adult will be kept confidential. All written records will be kept in a secure area for a specific time as identified in data protection guidelines.
- Records will only record details required in the initial contact form.
- If an adult confides in a member of staff and requests that the information is kept secret, it is important that the member of staff tells the adult sensitively that he or she has a responsibility to refer cases of alleged abuse to the appropriate agencies.
- Within that context, the adult should, however, be assured that the matter will be disclosed only to people who need to know about it.
- Where possible, consent should be obtained from the adult before sharing personal information with third parties. In some circumstances obtaining consent may be neither possible nor desirable as the safety and welfare of the vulnerable adult is the priority.
- Where a disclosure has been made, staff should let the adult know the position regarding their role and what action they will have to take as a result.
- Staff should assure the adult that they will keep them informed of any action to be taken and why. The adults' involvement in the process of sharing information should be fully considered and their wishes and feelings taken into account.

Keeping Young People and Adults at Risk Informed and Involved

The views of the young person or adult at risk should be taken into account throughout the process of dealing with a safeguarding matter. The designated Safeguarding Officer will keep the person informed while the matter is within the jurisdiction of Firebrand and will provide support as required. Clients, learners and staff will be provided with information on Firebrands young person and adult protection procedures.

The Role of Key Individual Agencies

Department of Health

The Department of Health's recent 'No secrets' guidance document requires that authorities develop a local framework within which all responsible agencies work together to ensure a coherent policy for the protection of vulnerable adults at risk of abuse.

Local Authorities

All local authorities have a Safeguarding Adults Board, which oversees multi-agency work aimed at protecting and safeguarding vulnerable adults. It is normal practice for the board to comprise of people from partner organisations who have the ability to influence decision making and resource allocation within their organisation. If an allegation of abuse is made, the designated Safeguarding Officer should make a referral to one of the local authorities.

The Police

The Police play a vital role in Safeguarding Adults with cases involving alleged criminal acts. It becomes the responsibility of the police to investigate allegations of crime by preserving and gathering evidence. Where a crime is identified, the

police will be the lead agency and they will direct investigations in line with legal and other procedural protocols.

Prevent Coordinator & Channel referrals

Firebrand will actively engage with other partners including police and BIS regional higher and further education Prevent co-ordinators

David Layton-Scott

David.LAYTON-SCOTT@education.gov.uk

07384 452155

Channel is an early intervention multi-agency process designed to safeguard vulnerable people from being drawn into violent extremist or terrorist behaviour.

If the Safeguarding Officer determines that referral to the Channel panel is appropriate programme, they will contact the regional Prevent Coordinator.

The Role of Managers

The role of the Manager is to support the member of staff or associate involve with the incident and to ensure the correct procedures are followed.

The Manager may, if agreed with the staff member dealing with the incident, make contact with the designated Safeguarding Officer in the first instance.

The Manager should ensure that all staff within their team are familiar with Firebrand's Safeguarding procedures and ensure that all staff undertake training, where appropriate.

Learner and Staff Support

We will seek to actively safeguard all learners and provide welfare support at the point of need for all learners.

Anti-bullying strategies will be put in place to challenge discriminatory behaviour.

Response will be made to identify community needs.

We will actively narrow the achievement gap between different groups of learners.

A culture of vigilance is key and we will operate a whistle blowing procedure which includes reference to the Prevent agenda.

Training and Awareness of the Policy and Procedure

All staff are required to review this Policy on an annual basis. Training will be provided, as appropriate, to reinforce staff awareness of these procedures.

Mandatory Prevent training will equip staff with the ability to recognise signs that a learner or colleague might be on the path to becoming radicalised and outline the process by which concerns should be raised.

Mandatory Training includes:

- Prevent for Practitioners: - <https://www.foundationonline.org.uk/course/index.php?categoryid=14>
- Advancing E&D: - <https://elearning.acas.org.uk/login/index.php>
- Safeguarding and Safer Recruitment: - [SafeSR_2021 \(foundationonline.org.uk\)](https://www.foundationonline.org.uk)
- Channel Awareness - https://www.elearning.prevent.homeoffice.gov.uk/channel_awareness/01-welcome.html#
- Awareness Counters Terrorism: - https://ct.highfieldelearning.com/?_ga=2.85596121.133790642.1600783400-699731353.1600783400

Specialist training will be provided for the members of staff with Safeguarding and Prevent responsibilities. This will include:

- Understanding the factors that make people vulnerable to being drawn into terrorism
- Recognising this vulnerability in individual customers or staff
- How to challenge extremist ideas which are used by terrorist groups and purport to legitimise terrorist activity.
- What action to take, including when to make referrals to the Channel programme and where to get additional advice and support.

Firebrand will actively promote our Safeguarding and Prevent duties to staff and learners alike. Customers are provided with access and ongoing awareness of the policy.

Promotion and Engagement

Staff are kept up to date with any changes in legislation between training programs via a Teams Channel that informs staff and provides topics and news articles for use as discussion points with Learners and Employers. This also includes help and guidance on recognising the signs of safeguarding, radicalisation, or extremism.

Related Policies

This policy needs to be read in conjunction with other policies including:

- Public Interest Disclosure (Whistleblowing Policy)
- Data Protection and Confidentiality
- Disciplinary and Grievance
- Recruitment and Disclosure
- Health and Safety Policy
- Equality Policy

This policy will be reviewed annually, or on significant changes within the business. Firebrand Training Ltd will make any changes known to employees and delegates.

APPENDIX A: (In Response to the National Pandemic)

Online Learning - 'Camera-On' Statement of Intent

Firebrand Training have undertaken a critical analysis of our online learning provision. This review is driven from a safeguarding and welfare perspective whilst applying significant consideration to the quality of learning and engagement using the **Safeguarding in Education Self-Assessment Tool (ESAT)**.

Camera Use during Online Sessions:

Firebrand Training mandates that all instructors adhere to a camera-on approach for regularly scheduled online sessions (OIL/Hybrid) in which video participation is required. There is of course an opt-out for any special requirements and dispensation should be sought ahead of the planned session commencing.

Reasons why a Firebrand Learner may elect to opt out:

1. Protect learner concerns regarding privacy and safety.
2. Allow for equitable access for students who may not have the technology or internet bandwidth to participate in virtual sessions with cameras on.

Benefits of the Camera-on Approach:

Firebrand Training will convey the following in order to encourage maximised participation to the Camer-On approach.

1. Increased engagement.
2. Personalised and collaborative learning within the session.
3. Adaptive to learner needs, reading cues such as frustration or confusion.
4. Establishes any issues or concerns that may, where required, be escalated to the Safeguarding and Welfare Team.
5. Mimics physical attendance in the training centre.

Recording of Online Sessions:

Firebrand Training delegates should be aware that in some cases sessions will be recorded for internal quality assurance requirements, standardising best practice, monitoring curriculum and trainer performance as well as moderating observations of teaching, learning and assessment. Recorded sessions WILL NOT be shared externally, inclusive of sharing with delegates, even those directly participating in the recorded session.

Appendix B:

Online Learning - 'Camera-On' Statement of Intent

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