



## Safety and Wellbeing Code for Learners

Safer learning, Prevent and Safeguarding is something that the Sysco Group is committed to and it applies to all staff and learners. Sysco and its partners will ensure that the Safety of Learners is taken into consideration when recruiting staff. We will also encourage the raising of awareness of Safer Learning by equipping Learners with the skills needed to keep them safe and provide an environment in which Learners can learn and develop.

Our learners' welfare is of the utmost priority and we recognise the importance of providing a safe and welcoming learning environment, that will help everyone feel safe and respected. We encourage all learners to talk openly and to feel confident that they will be listened to. We also recognise that both physical and mental health are important to your overall welfare.

All staff at the Sysco group are trained on how to recognise the signs and symptoms of abuse, bullying and harassment, how to respond to any learners that disclose abuse, bullying or harassment. As part of our induction and enrichment programme we ensure all learners understand safeguarding and welfare, including where to go to for support. Safeguarding issues can stem from for a variety of reasons, including peer-on-peer abuse (learner to learner), sexual harassment/violence and online sexual abuse. Staff will challenge any form of sexual misconduct (verbal i.e., inappropriate language and non-verbal i.e., touching).

The Sysco Group will also make sure that:

- It will establish and maintain an environment where learners feel secure, are encouraged to talk, and are always listened to.
- Ensure learners know who the responsible person in the organisation is so they can approach if they are worried.
- Develop effective links with relevant agencies and co-operate as required with their enquiries.
- Keep written records of concerns raised by learners, even where there is no need to refer the matter immediately.
- Ensure all records are kept securely; separate from the main learner file, and in a locked location.
- Closely follow and adhere to internal procedures where an allegation is made against a fellow learner, member of staff or volunteer.
- Ensure learners are aware of their rights and freedom from abuse.
- Provide a Safeguarding & Prevent Officers who are trained and able to assist with any raised issues.
- Ensure learners have access to a Mental Health first aider should they need it.
- Develop a curriculum that will help learners stay safe and recognise what they need to do if they do not feel safe and identify who they may talk to for support.
- We will respond to the mental wellbeing and ensure our learners are effectively supported.
- We will deliver an enrichment curriculum that will enhance learner resilience.
- We will provide learners with the knowledge to understand inappropriate behaviour towards and ensure they know how and who to report their concerns to.

## **Who is our Safeguarding & Prevent Officer(s)?**

Please contact our Safeguarding Officers if you have any concerns within safeguarding, which may include:

- Bullying (including online)
- Sexual Harassment or Violence.
- Online abuse.
- Neglect.
- Grooming.
- Exploitation.
- Radicalisation.

This list is not exhaustive, if you have any additional concerns do not hesitate to contact a member of the team.



### **Study Programme**

The Sysco Safeguarding & Prevent Officer for Study Programme is **Nadine McEnuff** who can be contacted on 07841 929 960 between the hours of 9am to 5pm Monday to Friday. Outside of these numbers please see the numbers below.



### **Adult Education Budget**

The Sysco Safeguarding & Prevent Officer for Adult Education Budget is **Sally Morgan** who can be contacted on 0151 556 7882 between the hours of Monday, Tuesday, Thursday 9am to 4pm, and 9am to 3pm Friday. Outside of these numbers please see the numbers below.



### **Apprenticeships**

The Sysco Safeguarding & Prevent Officer for Apprenticeships is **Kelly Austin** who can be contacted on 07732 498 733 between the hours of 9am to 4pm Monday to Thursday, 9am to 3pm Friday. Outside of these numbers please see the numbers below.

If you need help or advice, you can contact Careline (Liverpool City Social Care Call Centre) Staff are available 24 hours a day of the year, providing a central contact point for enquires or advice:

0151 233 3700 for Careline Children's Services aged 14-18)

0151 233 3800 for Careline Adult Services (aged 18 years and over)

The Department for Education coronavirus (COVID-19) helpline is available to answer questions.

DFE coronavirus helpline: Telephone 0800 046 8687

If you believe that someone is vulnerable to being exploited or radicalised, you can raise concerns to the Liverpool City Council PREVENT Safeguarding Team. [prevent@liverpool.gov.uk](mailto:prevent@liverpool.gov.uk)