

Safeguarding Vulnerable Adults Policy

Although the school does not accept under 18s at the school, it is fully committed to safeguarding the well-being of its students. All staff and students should show respect and understanding for the rights, safety and welfare of others, and conduct themselves in a way that reflects the principles of the School. We believe that studying at the school should be a positive and enjoyable part of students' lives and to achieve this have the following aims:

- Some staff have had basic training in Safeguarding Children and Vulnerable Adults which was relevant when we took under 18s. We continue to complete risk assessments for those students we consider may be vulnerable. Eg asylum seekers or refugees
- All staff are asked to undertake basic training in Prevent (WRAP) - preventing extremism and radicalisation. This is part of the induction training process.
- The school has a named Prevent officer and a named welfare officer. Most students are assigned to a designated member of staff for their nationality who will act as their support during their time in school. The School has a process of completing DBS applications for staff.

The school will promote British values

- The Prevent officer and the Welfare Officer's role is to deal with any issues concerning safeguarding for vulnerable adults where deemed necessary. Anyone with concerns with respect to Abuse or Harassment should contact them.
- The School will review this Policy annually.

Independent Safeguarding Authority Reporting

Leeds English Language School recognises its duty to refer to the ISA any information about any individuals who may pose a risk to vulnerable adults, ensuring potential threats to vulnerable groups can be identified and dealt with.

ISA gives guidance on how to refer to the ISA

(<http://www.isa.homeoffice.gov.uk/PDF/ISA%20Referral%20Guidance%20%20V2009-02.pdf>)

and an ISA Referral Form

(<http://www.isa.homeoffice.gov.uk/docs/Referral%20Form%20FINAL%20DRAFT3.DOC>)

should be used to refer individuals. Any decision to refer would normally follow a disciplinary process and will include the school's directors.

Where an individual has been referred to the ISA due to harming; causing harm; putting at risk of harm; attempting to harm; or inciting another to harm a vulnerable adult, the ISA will consider all relevant information in deciding if its appropriate to add that person to one or both the barred lists.

If an employee is taken off the ISA register they must immediately be removed from the School. At this point their contract of employment will be withdrawn such that their employment will be immediately terminated.