







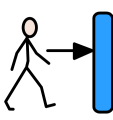







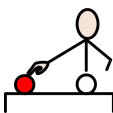
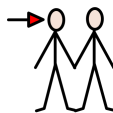





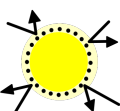
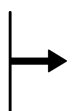
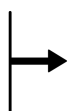




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Hillingdon Adult and Community Learning Staying Safe

  
Policy




          
We are committed to ensuring a safe environment for


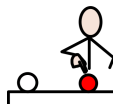
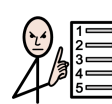





           
learners. The service has a duty of care towards its

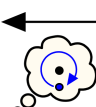

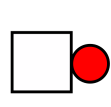


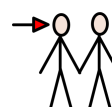
           
learners and a need to recognise that they have a


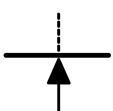


          
right to be protected from harm. The service has

         
statutory responsibilities to ensure all learners and staff

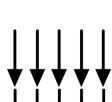


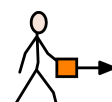
       
are protected under health and safety legislation.






 Whilst  this  policy  refers  legally  to children  and  adults


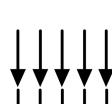



 considered  to be vulnerable  by  nature  of the services  they



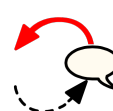



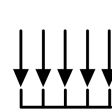
 receive, the service  is fully  committed  to the wellbeing and




 safety  of all  learners,  staff  and  visitors.

 All  complaints, allegations or suspicions  must be  taken

 seriously  and  referred  to the nominated members  of staff.

It is the  responsibility  of all  staff  and  learners to



 recognise  and  respond,  report  and  record  all disclosures



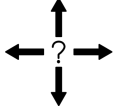
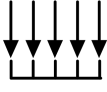
 +  to the  Officer or

 +  Officer or  will  refer






 appropriately.






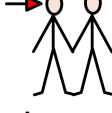

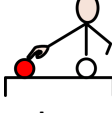
 relating to allegations of abuse may be 

 directly  members of staff  the

 her/himself or from  a third party  source.  All





 complaints, allegations or suspicions of abuse  must be  taken

 seriously.  Staff should  respond with  tact and  sensitivity to




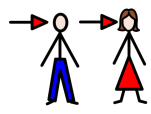

 any  person  who  confides  in  them,  recognising  that it



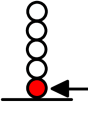




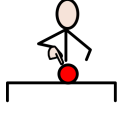
 requires  courage  and/or  desperation to  share  such painful

 and  personal  concerns.  Staff  who  receive  such  reports

 should not  give  any  promises of confidentiality as the matter

 may  develop  in  such a  way  that  these  cannot be

 honoured.  If the complainant is the  learner  him/herself  questions

 should  be kept  to a  minimum  necessary  to  understand  what

is being alleged and leading questions should be avoided.

Some learners with learning difficulties or disabilities may

need different treatment in relation to questioning and

should be appropriately supported at all times, but the

principles remain the same.