

New College Durham

Directorate of HR and Corporate Services

Safeguarding and Prevent Steering Group

**Minutes of Meeting held on Wednesday 28 March 2018
at 10 am in GR3.26**

Present: Karl Fairley (KF) (Chair), Sharon Bennett (SBe), Colleen Peters (CPe), Helen Owen (HO), Andrew Stephenson (ASt), Kay Wilson (KW), Karen Milne (KM), Dawn Fairlamb (DF), Graeme Nash (GN), Lynn Bertram (LB), Julie Coverley (JC) and Lynne Moore (LM) (Notes)

Action

1 Apologies were received from: Christine Padgett (CPa), Robbie Pick (RP), Philippa Baulf (PB),) George Wraith (GW), Peter Morrison (PM), Sarah Elliott (SE)

2 Minutes of Previous Meeting and Matters Arising

The minutes from the previous meeting were agreed and there were no matters arising.

3 Current Practice/Process update on actions from Previous Minutes

Routes Puppets: KM noted that sessions were delivered for both staff and students. Workshops were received differently with Creative Industries students liking the sessions more than students within the Six Form Centre. Other students noted they were told to attend but did not have an awareness of what the workshops were going to be about. Feedback from staff was also mixed. KM also noted that if HoS would like further sessions to be held then they can arrange these within their own areas.

Prevent Update: On the agenda.

WBL/Partner Group: The internal safeguarding policy has been refined by CPa.

Safeguarding App: SBe informed members she attended a conference last week and met Learning Curve to discuss in more detail their Safeguarding App. For a one off fee, Learning Curve would design their app as the College's own. Students would then be able to gain immediate access to safeguarding information rather than log on to the web-site to get the same information.

<p>HO expressed concerns that currently her students don't feel safe whilst at College and would prefer to wear lanyards. SBe advised that through the app those students would have access to a member of staff involved with safeguarding.</p>	<p>Action</p>
<p>It was agreed that SBe circulate the details she has in relation to this app for members to review and forward any comments to her. SBe would then invite Learning Curve in to carry out a presentation on their app.</p>	<p>SBe/All SBe</p>
<p>Posters: Look to add the winning designs to reception areas. All posters have been uploaded onto the intranet.</p>	
<p>Silver Contest Group: A copy of the Terms for Reference for the group were circulated. KM noted that she attended their last meeting on behalf of CPa and found it very informative. Within the meeting it was confirmed that the threat level to the UK will stay at Severe for at least the next 2 years.</p>	
<p>Talks also surrounded International Students and how their attendance at college/university is monitored and if it's found to be sporadic then how is it followed up. DF noted that the College's Non-European Students are tied into Tier 4 and their attendance is monitored, discussed monitoring of where students go to specifically returning to their home country, DF stated that this is not monitored but they are tied into Tier 4.</p>	
<p>KM also noted that staff and students need to be aware of Generation Identity, an organisation aimed and promoted towards 16-19 year olds which classes themselves as a patriotic youth movement they have been linked to National Action. Members of the Silver Contest Group discussed their concerns that on-line extremism is becoming more prevailing and it is extremely difficult to manage awareness.</p>	
<p>ASt informed members of the need to support external partners so they can also share good practice and knowledge in this area too. It was agreed that this be discussed in the Safeguarding sub-group. It was also agreed that in preparation for this meeting that CPe to look at each contract regarding delivery etc and report back to the sub-group.</p>	<p>ASt CPe</p>
<p>DF also informed members that a Cyber Crime Working Group has been set up which also includes KM, GW and VS and noted that updates from that group can be tabled at future meetings.</p>	<p>DF</p>

Cont/d

4 Update on PREVENT

Action

ASt provided an update on the progress made since 2016-17 and also informed members that a National Capability review is to be held in light of the recent events in Salisbury.

ASt noted that significant progress has been made to ensure the College is fully embracing its Prevent Duty. Central to that is the creation of the risk assessment which is updated quarterly throughout the year. Since September 2017 there have been no extreme risks but at that time there were 3 high risks recorded. This is now down to two.

ASt also informed members that the Quality Unit has been collecting learner feedback which gives the team a greater understanding of how safe the students feel when at College. Also, looking to reduce the risk of campus security due to the additional work and planting undertaken at the front end of the campus.

KF noted that he met with IW, GN and JG to discuss campus security and lockdown. An actions plan was subsequently developed and members would then look at each event when it arises. It was noted that the nature of the building does allow free movement.

ASt then updated staff on the medium risks and noted that a significant amount of work has been undertaken on the processes around training and development. This will continue to be monitored. JC also confirmed that the documentation displayed does meet HE elements.

A risk assessment for Student's Union has also been drafted and it was also agreed that GN table a Health and Safety/Estates action plan at the next meeting.

KF informed members that he has sent an email to HoS asking them for updates on Prevent for an overall newsletter which will be presented to College Governors. It was agreed that HO/ASt would remind CQT members during their next meeting.

HO/ASt

5 Update on Training/Resources for Staff and Students

KM provide an update with key points to note are detailed below:

- CPa is currently working on the Safeguarding Portal and will then start to create a Safeguarding Newsletter;
- A meeting with KM, HO and PM was recently held to discuss on-line training with Educare. A decision was subsequently agreed not to move forward with this at present and all felt a lot of the areas were already covered;

Action

- Looking to update Schemes of Learning and Tutorial options offered by ASC with a view to making these mandatory;
- Continuing to provide awareness sessions on difficult discussions for staff during Staff Development Days;
- Staff Development will include Cyber Crime, Holding difficult conversations relating to Prevent and the impact of radicalisation on Modern Day Slavery sessions;
- Look at how tutorial sessions are held and how best to get key messages across to students.

SBe noted that she has received requests from employers to deliver sessions on how to keep Children and Vulnerable Adults safe within the workplace. It was agreed that SBe to explore this further then discuss with CPa and KM. KM suggested that sessions could be held in the summer months.

SBe

Feedback from PD North Prevent Steering Group and Recent Ofsted Inspections

KM informed members that there are 12 representatives on this group and since the last meeting 6 have been inspected. The aspect of the inspections included drilling into processes, ringing external students to check their understanding of safeguarding and also asking to see evidence. They also asked for confirmation of duty for care when not in College.

The feedback from the recent Routes Puppets sessions also gives a clear understanding of the types of knowledge staff and students currently have. This is something that will still have a focus for Training and Development and will be ongoing. Members agreed that there is a great discrepancy of knowledge amongst staff.

7 Any other Business

Learner Feedback: ASt tabled a paper and noted that the purpose is to provide an analysis in relation to learners' feelings of safety and the reasons provided when they do not feel safe.

The results from the survey indicate that 97% of students do feel safe when at College but what can be done to make the remaining 3% students feel safer. HO noted that the majority of those students are within her School but although staff do reiterate the procedures that in place the feelings are escalating year on year. Members are also aware that students do come from schools where security is very high but conscious that the College environment is different the schools and therefore does have different solutions.

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8 Date and Time of Next Meeting

The next meeting will be held at 10 am on Wednesday 13 June 2018 in **GR3.26**. The meeting closed at 11.45 am.

Karl Fairley
Chair