



Safeguarding Policy

Presented by: **Innovate Learning Centre CIC**

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Date: JAN 2026
Next Review Date: JAN 2027

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1.0 Introduction

At Innovate Learning Centre CIC, safeguarding our learners is a top priority. We are committed to protecting children and vulnerable adults from harm and ensuring their wellbeing. This policy aligns with key legal frameworks such as the Children Act (1989, 2004), the Education Act (2002), the Sexual Offences Act (2003), Serious Crime Act (2015), GDPR (2016), and the Counter-Terrorism and Security Act (2015).

1.1 Purpose

The purpose of this policy is to establish a clear framework for safeguarding responsibilities, including mandatory training, reporting procedures, legal compliance, and ongoing monitoring.

2.0 Principles

Safeguarding is everyone's responsibility. All staff at Innovate must be alert to signs of abuse or neglect and report concerns without delay. Training is mandatory, and the highest standards of professional conduct are expected from all team members.

2.1 Prevent Duty

Innovate Learning Centre is committed to preventing radicalisation. Our Prevent strategy ensures that learners are protected from extremist influences and receive education that fosters resilience and critical thinking. Staff and students are educated on the importance of shared values and respectful dialogue.

3.0 Safeguarding Roles & Responsibilities

The Designated Safeguarding Lead (DSL) oversees implementation of safeguarding policy. Trained Safeguarding Officers provide day-to-day support and referrals. The Senior Management Team ensures robust recruitment, monitoring, and compliance practices.

3.1 Record Keeping

All safeguarding records are stored securely and are accessible only by the safeguarding team. These records are retained for a minimum of 7 years to support the safety of learners during and after their time at Innovate.

4.0 Definitions

Safeguarding refers to promoting the welfare of children and vulnerable adults. This includes protecting them from maltreatment, preventing impairment of health or development, and ensuring safe and effective care. Vulnerable adults are defined as those aged 18–25 with EHCPs or other support needs.

5.0 Policy Review and Communication

This policy is reviewed annually or in response to changes in legislation. It is communicated through training, digital platforms, and staff briefings to ensure everyone at Innovate is aware of safeguarding expectations.