

Safeguarding: For Employers



This policy is to ensure that all employers working in partnership with Futures For All are committed to providing a safe place of work and creating an ethos that fosters security and wellbeing for young people.

Futures For All acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, and government guidance and complies with best practice and Charity Commission requirements.

Futures For All will work alongside all providers and educators to ensure that any concerns of safety and/or wellbeing are dealt with appropriately and in a timely fashion.

What is safeguarding and child protection?

Safeguarding is the action you take to promote the welfare of children and protect them from harm. Safeguarding means:

- protecting children from abuse and maltreatment
- preventing harm to children's health and development
- providing support to meet children's needs when problems emerge
- ensuring children grow up with safe and effective care, within their family where possible
- taking action to enable all children and young people to have the best outcomes.

Child protection is part of the safeguarding process. It focuses on protecting individual children identified as suffering, or likely to suffer significant harm. This includes child protection procedures detailing how to respond to concerns about a child.

Incident reporting and recording

- All safeguarding concerns and incidents must be reported and recorded. Within your organisation you should have a process and a designated person who is responsible for all safeguarding.
- All safeguarding concerns and incidents must be reported to the educator, Futures For All, and if a young person is in immediate risk of harm, then call 999.
- As an organisation you must have a secure system for storing and sharing any safeguarding information. The educator and Futures For All may also request information for their own safeguarding processes.

Confidentiality and information sharing

In a safeguarding situation, it is imperative that information is shared readily with relevant authorities for the safety and welfare of the child in question. If there is a consideration about whether a particular piece of information should be shared, the most important consideration is whether sharing information is likely to safeguard and protect a child.

Any breach to this policy by any party will be considered a serious matter and may result in the placement being withdrawn.

Roles and Responsibilities

Remote Work Experience		
Employer	Educator	Futures For All
Employers are responsible for: - the safeguarding of the content in a remote work experience - the safeguarding of staff delivering remote work experience and their suitability for working with young people	Educators are responsible for: their students whilst taking part in the remote work experience. Any safeguarding concerns will be reported to the educator for them to follow their school/college safeguarding policy and procedures	Futures For All are responsible for: setting up and hosting of all remote work experience placements, including the creation and sharing of remote work experience email addresses to all students and employers taking part

In-person Work Experience		
Employer	Educator	Futures For All
Employers are responsible for: - all safeguarding during the in-person work experience. - the safeguarding of young people taking part in the work experience with them - the safeguarding of staff delivering the in person work experience, as well as any staff who may come in to come in to contact with them ensuring all are suitable to work with young people - providing all required and relevant safeguarding paperwork to educators including employers' liability insurance, risk assessment, safeguarding policy, and H&S policy.	Educators are responsible for: - their students whilst taking part in the in-person work experience. Any safeguarding concerns will be reported to the educator for them to follow their school/college safeguarding policy and procedures - checking all the employers safeguarding paperwork to ensure it meets their school/college safeguarding requirements and giving approval for their student to take part	Futures For All are responsible for: - providing guidance and advising employers on safeguarding - providing a system through the portal for safeguarding documents to be shared between employers and educators, and for educators to approve students to take part on the in-person work experience

Reference guides and sources

NSPCC guidance around safeguarding at work/work experience: [Keeping children safe at work | NSPCC](#)

Child Exploitation Online Protection Command (CEOP): [CEOP Police Safety Centre](#)

Government official guide to safeguarding: [Working together to safeguard children 2023](#)

Government advice on information sharing in safeguarding: [Information sharing: advice for practitioners](#)

Learn more at futuresforall.org

For further programme assistance, get in touch: workexperience@futuresforall.org

For a safeguarding query, please contact: safeguarding@futuresforall.org

For a safeguarding incident, please call: **0300 365 5888**, selecting option 6