



# Northern Ireland Further Education Colleges Safeguarding, Care & Welfare Policy Covid-19 addendum

Approved by

Date 31 March 2021

Signature of Principal and Chief Executive

Leo Murphy

Name of Principal and Chief Executive

North West Regional College

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SAFEGUARDING, CARE & WELFARE POLICY FRAMEWORK  
COVID-19 ADDENDUM

<b>Issue</b>	<b>Document Title</b>	<b>Date Last Reviewed</b>	<b>Next review date</b>	<b>Responsibility of</b>
<b>1</b>	<b>Safeguarding, Care and Welfare Policy Covid-19 addendum</b>	January 2021	January 2022	Gillian Moss

## 1. Context

This addendum applies from January 2021 and reflects the advice from the Public Health Agency (PHA), other relevant authorities and in particular the Department for the Economy and in light of the Covid-19 pandemic.

<https://www.economy-ni.gov.uk/publications/framework-safe-resumption-site-educational-provision-and-related-activity>

The information contained in this addendum applies to all staff, students, Board of Governors, volunteers and any third party.

This document sets out additional information to the current Safeguarding, Care and Welfare policy in light of Covid-19 and should be read in conjunction with that policy.

Unless stated here, the college's normal Safeguarding, Care and Welfare policy and procedures will continue to apply.

This addendum will continue to be updated in line with government guidance as and when appropriate.

In this addendum, when measures are outlined to protect children, young people, adults at risk of harm and adults in need of protection this means not only those who are studying on campus but also those who are studying from home, for reasons due to Covid-19 for example, a regional or local lockdown, self-isolation or advised by a medical professional.

## 2. Health and Safety measures in Covid-19

The college will prioritise the health and safety of staff and students/learners, in line with advice and guidance from relevant authorities including the PHA, aligned to the Department for the Economy framework for the safe resumption of on-site educational provision and related activity, ensure that all relevant risk assessments have been taken and appropriate guidance issued as required.

## 3. Core Safeguarding principles

The college will continue to follow the statutory safeguarding guidance and the principles outlined in the college's Safeguarding, Care & Welfare policy.

## 4. Reporting concerns

It is essential that all college staff must continue to report any concern(s) about a child, young person, adult at risk of harm and adult in need of protection immediately, whether they are encountered in college or when interacting with students remotely, via on-line learning.

While there may be reduced staffing on a campus at any given time due Covid-19, the procedures outlined in the Safeguarding, Care & Welfare policy for reporting of concern(s) should be followed and contact can be made with designated staff as outlined in the policy or when working remotely by emailing [safeguarding@nwrc.ac.uk](mailto:safeguarding@nwrc.ac.uk) or via Microsoft Teams.

## 5. Code of Conduct

The Staff and Student Code of Conduct policies have been reviewed and updated to reflect changes in working practices and the increased use of on-line platforms in light of Covid-19. The Code of Conduct policy can be accessed on the A-Z section of the staff and student portal.

## 6. Return to campus activity

It is important that all staff and students complete the return to work and return to study guidance issued by the college, to confirm that they are fit for work and symptom free to enable return to campus activity. Guidance is provided on the college website and links are available on the staff and student portals.

<http://www.nwrc.ac.uk/coronavirus/>

## 7. Monitoring attendance

Attendance registers will continue to be marked for online classes. If a staff member has a concern that a student has not been engaging or has disclosed they or another individual is at risk of harm they must report this immediately to the safeguarding team.

## 8. Online Safety

All staff, students, Board of Governors, volunteers and third parties who wish to use the college IT systems are required, as part of routine business, to agree to the College Acceptable Use Policy and comply with other relevant digital policies as directed. As a result of increased remote and online working compliance with these policies is critical to maintaining online safety. Further information can be found on ICT Acceptable Use policy on the A-Z section of the staff and student portal.

Any member of staff that has concern(s) about a child, young person, adult at risk of harm and adult in need of protection relating to on-line activity should make contact with a member of the safeguarding team.

## 9. Home study

It is important that all staff who interact with children, young people, adults at risk of harm and adults in need of protection including on-line, continue to look out for signs that a student may be at risk of harm or neglect and liaise, as required, with the safeguarding team.

All staff and students must adhere to the relevant guidance when teaching and learning remotely.

The college will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

## 10. Providing additional support

The college is aware that this is a very difficult and challenging time for both students and their families. The safeguarding, care and welfare of every student is paramount to everything the college does and, now more than ever, the college must provide a safe learning environment that enables our students to feel secure.

Emergency Student Support contact details are below which we recommend every staff member should save in his/her phone:

*Lifeline: 24/7 Crisis intervention, support and advice line 0808 808 8000*

*Inspire Counselling Service: 24/7 student counselling support 0800 389 5363*

## 11. Staff and Volunteer recruitment

The college will continue to recognise the importance of safe recruitment procedures to ensure that those who work in North West Regional College are safe to work in the college environment as noted in the Safeguarding, Care & Welfare policy.

In response to Covid-19, Access NI has made changes to its guidance on ID checking to minimise the need for face-to-face contact. For more information see below:

<https://www.nidirect.gov.uk/campaigns/accessni-criminal-record-checks>

## 12. Links with other policies

Throughout this addendum there have been references to a number of other college documents and policies that are relevant to Safeguarding, Care and Welfare. These have been reviewed in light of the Covid-19 pandemic, revised where required and further information is available via <http://nwrc-vweb2/portal/staff/az/default.aspx>

## Appendix 1

### IMPORTANT CONTACTS - SAFEGUARDING TEAM MEMBERS

**THE INDIVIDUALS WITH RESPONSIBILITY FOR SAFEGUARDING, CARE AND WELFARE AT NORTH WEST REGIONAL COLLEGE (\*HEREAFTER REFERRED TO AS "THE COLLEGE" ARE:**

<b>Role</b>	<b>Name of Individual</b>	<b>Campus if applicable</b>	<b>Contact Details</b>
Governing Body Safeguarding Lead	Roslyn Dougherty	All campuses	Roslyn.dougherty@nwrc.ac.uk
Adult Safeguarding Champion	Gillian Moss	All campuses	<a href="mailto:Gillian.moss@nwrc.ac.uk">Gillian.moss@nwrc.ac.uk</a> 02871276520
Designated Safeguarding Officer	Shannon Doherty	All campuses	<a href="mailto:Shannon.doherty@nwrc.ac.uk">Shannon.doherty@nwrc.ac.uk</a> 02871278709
Deputy Designated Safeguarding Officer	Joseph McCarthy	All campuses	<a href="mailto:Joseph.mccarthy@nwrc.ac.uk">Joseph.mccarthy@nwrc.ac.uk</a> 02871276096
Deputy Safeguarding Officer	Majella Doherty	All campuses	<a href="mailto:Majella.doherty@nwrc.ac.uk">Majella.doherty@nwrc.ac.uk</a> 02871278836