

## Safeguarding Proforma (Partners)

Partner Name:

Academic Year covered: 2024/2025

Completed by: (Denise Haney – Assistant Principal for Student Services and Designated Safeguarding Lead)

Safeguarding: Denise Haney

Safeguarding Lead email address: denise.haney@nscg.ac.uk

Area	Response
<b>Staff Training</b>	
Please advise of any staff training undertaken during the academic year in relation to Safeguarding.	All NSCG staff receive Prevent training on induction and then every three years on a rolling programme of refresher training. Some key members of staff have also received additional training – e.g. Synergy/CTLTP training
Please advise of the percentage of staff that are Safeguarding trained.	96.6%
How frequently are staff required to 'refresh' their training?	Every three years with annual core briefing documents
<b>Student Awareness</b>	
How are students made aware of Safeguarding and the Safeguarding Policies and Procedures?	Prevent information on induction and themed tutorials throughout the academic year
How frequently are students reminded?	Throughout the academic year as part of their weekly tutorial/student weekly newsletter/regular walkthroughs
<b>Escalation</b>	
What is the escalation process for Students should they have any concerns in relation to Safeguarding?	They can either: Speak to their personal tutor/teacher Speak to Student services dept. face to face or email Use the Safeguarding mobile phone referral number – displayed in every classroom on Prevent poster
What is the escalation process for Staff should they have any concerns in relation to Safeguarding?	Raise concerns with DSL or DDSL – using the NOTICE CHECK SHARE principles

Does the organisation have a dedicated Safeguarding email address? If so, please provide.	<a href="mailto:Help.newcastle@nscg.ac.uk">Help.newcastle@nscg.ac.uk</a>  Help.stafford@nscg.ac.uk

<b>Instances / Referrals</b>		
	Total Instances	Instances specific to students enrolled on a University of Staffordshire course.
How many Safeguarding instances were raised during the academic year covered?		For HE learners 1 safeguarding concern was raised.
How many Safeguarding instances raised during the academic year covered related to domestic violence?		None for HE learners
How many Safeguarding instances raised during the academic year covered related to mental health?		1 Safeguarding concern related to mental health
How many Safeguarding instances raised during the academic year covered related to sexual harassment?		None for HE learners
How many Safeguarding instances raised during the academic year covered related to sexual violence?		None for HE learners
Were there any external referrals during the academic year covered?		1 for mental health
Please advise of any referrals or themes that have arisen during the academic year covered.	None for HE learners	
<b>Site Security</b>		
Are there effective arrangements in place to manage and monitor access to the organisations premises by visitors including contractors, delivery people etc?	Yes	
Does the organisation have policy regarding the wearing of photographic ID on site? If so, is this enforced?	Yes for staff and students – not for visitors – ID badge only	
<b>Policies</b>		
Please provide copies of the following organisational policies:		
- Safeguarding	√	
<b>Other</b>		

Please advise of any plans, training, or development the organisation has in place for the coming academic year.	All Safeguarding and Wellbeing Officers will receive mental health first aid certification. 6 <sup>th</sup> Form tutors will receive radicalisation including misogynist radicalisation.
Anything else you wish to share with us in relation to what your organisation undertakes in relation to Safeguarding?	New for September 2025, online confidential reporting will be available for all learners.