



## Statement of Safeguarding Principles

It is the College's intention to value every human being as part of God's creation and the whole people of God. At the heart of the community is a deep sense of the place of welcome, hospitality and openness, which demonstrates the nature of God's grace and love for all. Cliff College is called to be a place where the transformational love of God is embodied and life in all its fullness is a gift, which is offered to all people.

Cliff College recognises its duty of care to protect every student, member of staff and individual who is connected with Cliff College and its provision, and that this includes the duty to ensure that no member of the Cliff College community, nor any visiting speaker or group of people making use of the premises, is likely to present extremist views or behaviour that will compromise our commitment to mutual respect and tolerance.

## Principles

Safeguarding is about the action the College takes to promote a safer culture. This means we will:

- promote the welfare of children, young people and adults
- work to prevent abuse from occurring
- seek to protect and respond well to those that have been abused.

We are committed to:

- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- safeguarding and protecting all children, young people and adults when they are vulnerable
- establishing safe, caring communities, which provide a loving environment where there is informed vigilance as to the dangers of abuse.

We will carefully select and train all those with any responsibility within the College, in line with safer recruitment principles, including the use of criminal records checks through the Disclosure and Barring Service (DBS).

We will respond without delay to every safeguarding concern, which suggests that a child, young person or adult may have been harmed, working in partnership with the police and social services in any investigation.

We will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.

We will seek to challenge any abuse of power, especially by anyone in a position of trust.



Working with the Regional Officer for Safeguarding, we will support risk assessment of those who present a safeguarding risk within the College environment. We will ensure appropriate pastoral care is offered and measures are taken to address identified risks including referral to statutory agencies and the use of safeguarding contracts.

In all these principles, we will follow legislation, guidance and recognised good practice.

---

## **Cliff College Safeguarding Children, Young People and Vulnerable Adults Policy.**

### **Purpose**

The purpose of the College safeguarding policy is to check that procedures are in place and provide clarity about the roles and responsibilities of those trusted with promoting the College as a safe space for all its users.

This policy was agreed at the Cliff College Committee held on 28.03.2025

---

Cliff College, along with the whole Christian community, believes each person has a value and dignity which comes directly from God's creation in God's own image and likeness. Christians see this as fulfilled by God's re-creation of us in Christ. Among other things, this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

Cliff College is committed to the safeguarding and protection of all children, young people and adults and affirms that the needs of vulnerable individuals at risk are paramount.

Cliff College recognises that it has a particular care for all who are vulnerable whether as a result of disabilities or reduction in capacities or by their situation. It is recognised that this increased vulnerability may be temporary or permanent and may be visible or invisible, but that it does not diminish our humanity and our wish to affirm the gifts and graces of all God's people.

This policy addresses the safeguarding of children, young people and vulnerable adults. It is intended to support the College in being a safe supportive and caring community for children, young people, vulnerable adults, for survivors of abuse, for communities and for those affected by abuse.

Cliff College recognises the serious issue of the abuse of children, young people and vulnerable adults and recognises that this may take the form of physical, emotional, sexual, financial, spiritual, discriminatory, domestic or institutional abuse or neglect, abuse using social media, child sexual exploitation or human trafficking (slavery). It acknowledges the effects these may have on people and their development, including spiritual and religious development. It accepts its responsibility for ensuring that all people are safe in its care and that their dignity and right to



be heard is maintained. It accepts its responsibility to support, listen to and work for healing with survivors, offenders, communities and those who care about them. It takes seriously the promotion of welfare so that each of us can reach our full potential in God's grace.

Cliff College commits itself to:

**RESPOND** without delay to any allegation or cause for concern that a child or vulnerable adult may have been harmed or may suffer harm, whether in the College or in another context. It commits itself to challenge the abuse of power of anyone in a position of trust.

**IMPLEMENT** the College Safeguarding Policy, government legislation and guidance and safe practice in the College.

**PROVIDE** support, advice and training for staff and students to ensure that people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children, young people and adults who may be vulnerable.

**AFFIRM** and give thanks for those who work with children, young people and vulnerable adults and also acknowledge the shared responsibility of all of us for safeguarding children, young people and vulnerable adults who are on our premises.

### **Cliff College Committee and College Safeguarding Team**

Legal responsibility for safeguarding rests with the members of the Cliff College Committee, with delegated responsibility to the Principal and the Safeguarding Team.

The Cliff College Committee appoints:

- The Principal (Andrew Stobart)
- Ali Mackenzie (Student Welfare Manager)
- Michelle Foulkes (Principal's PA)
- Carole Marsden (Community Warden)
- The Regional Officer for Safeguarding (Alison Hill) named as the Connexional Aligned Officer.

and supports them in their role, which is to:

- provide support and advice to the staff of the College in fulfilling their roles with regard to safeguarding.
- ensure that a suitable, signed College safeguarding policy is available at all times in the College, along with names of the current safeguarding team, national helplines and other suitable information. This must be renewed annually.
- Deal with safeguarding issues in a timely manner in consultation with the Regional Officer for Safeguarding.
- record all safeguarding issues that are reported to the safeguarding team.



- promote appropriate routes for reporting of concerns (see flow chart in appendix 1).
- identify and inform those who are required to attend safeguarding training and maintain records of attendance. Work with the Regional Officer for Safeguarding to arrange training.
- attend training and meetings relating to the role.
- work in partnership with others to promote good safeguarding practice on College premises. This may include where appropriate, gaining written confirmation that hirers of the College premises are aware of the College safeguarding policy or are using an appropriate policy of their own.
- check that safeguarding is included as an agenda item at all Cliff College Committee's and report to the Committee annually.
- inform all those with responsibility for recruitment, whether paid or voluntary, of their obligation to follow safer recruitment procedures.
- advise the Regional Officer for Safeguarding of any issues with compliance with safeguarding training, policy or safer recruitment requirements and respond promptly to any request from them about audit of safeguarding activities.

## Good practice

We believe that good practice means:

All people are treated with respect and dignity.

Those who act on behalf of the College should not meet or work alone with a child or vulnerable adult where the activity cannot be seen unless this is necessary for pastoral reasons, in which case a written record will be made and kept noting date, time and place of visit.

The Safeguarding Team will provide monthly updates to the Regional Officer for Safeguarding, who will be invited to attend a College safeguarding meeting three times a year.

The College premises will be assessed by the Safeguarding Team with the Chief Operating Officer or their representatives at least annually for safety for children, young people and vulnerable adults with recommendations considered by the Senior Leadership Team.

Any College-organised transport of children, young people or vulnerable adults will be checked to ensure that the vehicle is suitable and insured and that the driver and escort (where required) are appropriate.

Activity risk assessments will be undertaken before any activity takes place to minimise the risk of harm to those involved. A written record of the assessment will be retained securely.

Promotion of safeguarding is recognised to include undertaking those tasks which enable all God's people to reach their full potential. The Cliff College Committee will actively consider the extent to which it is succeeding in this area. These things are to safeguard those working with children, young people and those adults who may be vulnerable.



## Appointment and training of staff in the College

Staff will be appointed after a satisfactory criminal records check (where necessary) and following the safer recruitment procedures of the College. Each staff member will have an identified line manager who will meet at regular intervals with the staff member. Where appropriate to the role, each staff member will be expected to undergo safeguarding training. The other training needs of each staff member will be considered (such as food hygiene, first aid and lifting and handling).

The College follows safer recruitment guidelines which can be found in appendix 2.

## Guidelines for working with children, young people and vulnerable adults

A leaflet outlining good practice and systems should be given to everyone who works with children, young people and vulnerable adults. This leaflet should be reviewed annually.

## Complaints procedure

There is a formal complaints procedure within the College, which allows concerns to be raised about actions or behaviour by a student or staff member of the College. In addition, employed staff will be subject to relevant contractual procedures. All complaints will be responded to with care, diligence and impartiality.

The staff Grievance Procedure can be found [here](#).

The student Complaints Procedure can be found [here](#).

The Safeguarding Team must be informed of any complaint or issue relating to the potential abuse of children, young people or adults who may be vulnerable. They will support prompt action to respond to the circumstances of any safeguarding concern, whether or not any party involved wishes to make a formal complaint through the College procedures.

## Review

This policy will be reviewed annually by the Cliff College Committee.

Next review date: **March 2026**

## Definition of Key Terms

A child is anyone who has not yet reached their eighteenth birthday.

Vulnerable adults: any adult aged 18 or over who, owing to disability, mental function, age or illness or traumatic circumstances, may not be able to take care or protect themselves.

Safeguarding: protecting children, young people or vulnerable adults from maltreatment; preventing impairment of their health and ensuring safe and effective care.



Adult/child protection is a part of safeguarding and promoting welfare. This refers to the activity, which is undertaken to protect children, young people and/or adults who are suffering or are at risk of suffering significant harm, including neglect.

Abuse and neglect may occur in a family, a community or an institution. It may be perpetrated by a person or persons known to the child, young person or vulnerable adult or by strangers; by an adult or by a child. It may be an infliction of harm or a failure to prevent harm.

Staff: anyone working with children or vulnerable adults in the name of Cliff College, whether in a paid or voluntary capacity.

## Useful contacts

**Regional Officer for Safeguarding:** 07483 362 735

**Local Authority:** 'Call Derbyshire' 01629 533190 (24/7) or text 86555

This line is for sharing concerns about adults or children.

**'Starting Point':** 01629 533190 (Mon – Fri, 8am – 6pm).

[www.derbyshire.gov.uk/startingpoint](http://www.derbyshire.gov.uk/startingpoint)

This is an advice line particularly for concerns about children.

**Methodist Church of Britain:** Safeguarding Office 020 7467 5189

This is a dedicated telephone number.

[safeguarding@methodistchurch.org.uk](mailto:safeguarding@methodistchurch.org.uk)

Signed .....

**Chair of the Cliff College Committee**

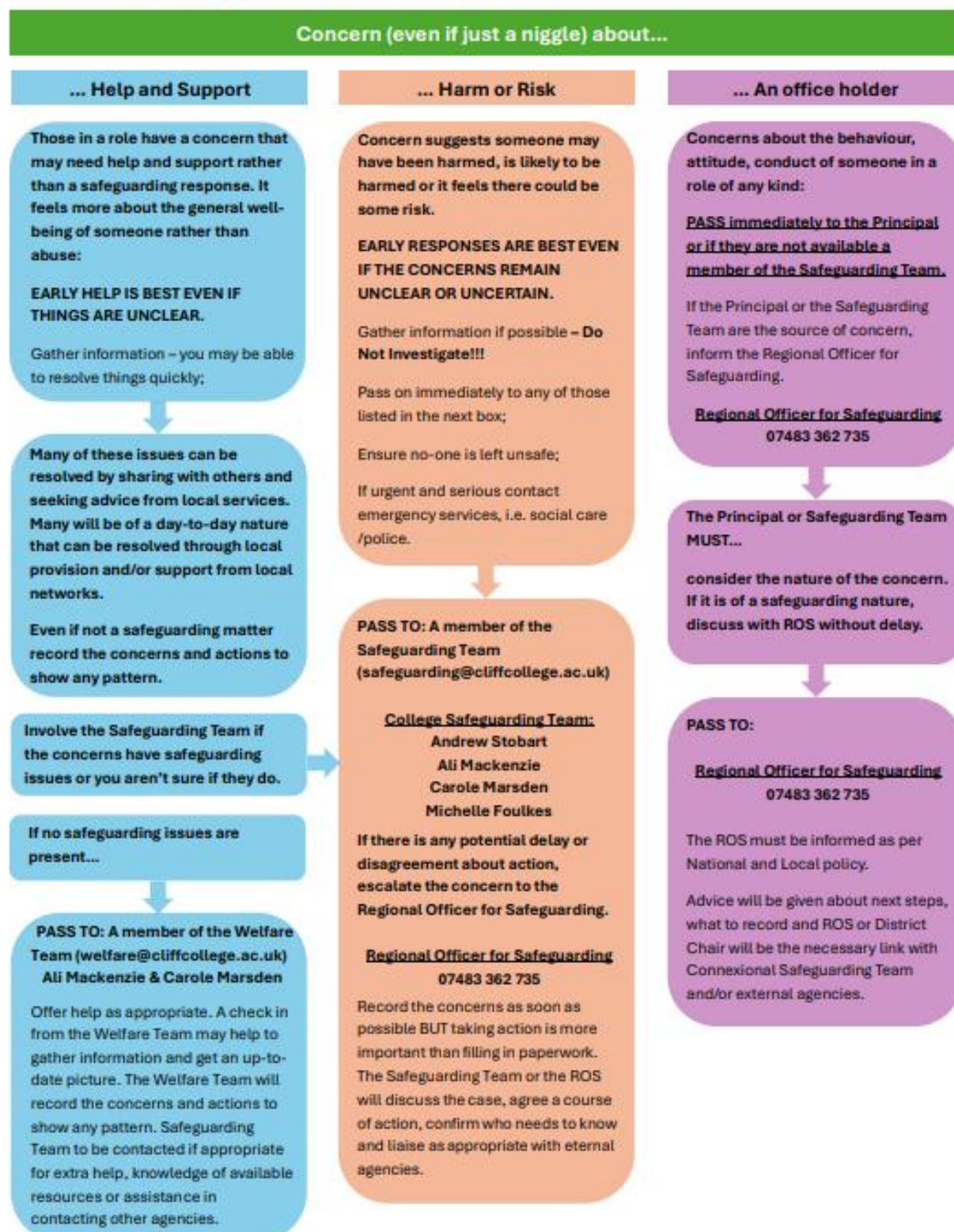
Dated .....



### Responding Well – Cliff College Safeguarding Flowchart

Flowchart for those **in a role of any kind** within the College and to whom people may come with concerns and/or requests for help.

- This procedure is for Cliff College from **March 2025** (to be reviewed annually as part of the Safeguarding Policy)
- This procedure relates to concerns about children and adults, their families and/or role holders at College;
- It should be followed by everyone, irrespective of role



## Safer Recruitment Guidelines

**ADVERTISEMENT** will include:

- Details about the role
- Key dates for recruitment
- Our commitment to safeguarding
- Whether a criminal record check will be required
- Volunteer roles will be advertised in a manner appropriate to the vacancy

**INFORMATION PACK** might include:

- Information about the organisation
- Information about the role
- Recruitment dates
- Safeguarding policy/statement
- Application form
- Safeguarding declaration (where appropriate)

**APPLICATIONS:**

- All applicants will be required to fill in the College application form
- The application form will be checked to ensure the applicant has provided all the required information about themselves and they have completed the safeguarding declaration section of the application form
- Each application will be scrutinised carefully and fairly with reference to the criteria for the role before carrying out interviews or discussions with candidates

**INTERVIEWS:**

- Interviews will be conducted for all shortlisted candidates based on an objective assessment of the candidate's ability to meet the person specification and job description
- Shortlisted candidates will receive the same letter of invitation to interview, supplying them with all necessary information
- Applicants will be interviewed by a panel of at least two people
- Specific questions will be asked to gain the required information about each candidate's suitability, including questions needed to address any gaps in information supplied on the application form



**DOCUMENT CHECKS:**

- Appropriate checks will be carried out on the successful candidate, including references (two references will be sought with at least one from a former employer), confirmation of identity, relevant certificates of qualifications/course attendance and if required a DBS check.

**OFFER:**

- The successful candidate will be informed in writing that they will be offered the role and where applicable they will be advised that this is subject to satisfactory checks.
- Unsuccessful candidates will be notified.