



Keeping children safe at Augment London Ltd

Safeguarding the welfare of children is Augment's primary duty.

Augment London Ltd acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice.

This policy has been drawn up using legal guidance and frameworks that serve to protect and safeguard children, namely:

- Section 11 of the Children Act (2004)
- The Protection of Freedom Act (2012)
- Working Together to Safeguard Children (2015)
- Keeping Children Safe in Education (2018)

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, all children

- have a positive and enjoyable experience at Augment London Ltd in a safe and child centred environment
- are protected from abuse whilst participating in Augment Skills for Success Programme.

Augment London Ltd acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

Whilst your child is in our care we are responsible for their wellbeing and safety. In everything we do, the welfare of your child will be our top priority.

Safeguarding refers to all things that adults do to keep children safe and protect them from harm.

In order to keep your children safe and for your peace of mind, Augment London does the acknowledge the procedures set out by the London Safeguarding Children Board (LSCB) and take account of guidance issued by the Department of Education, UK, to:

- ensure we have a designated senior person for child protection;
- ensure every member of staff knows the name of the designated senior person responsible for child protection and their role;
- ensure all Augment London staff, tutors and contractors are aware of the Augment London Staff Code of Conduct and Safeguarding Policy;
- ensure that parents, teachers and tutors have an understanding that the responsibility for ensuring child protection is a joint effort and that they play a crucial supporting role in managing and monitoring student and tutor behaviour;
- develop effective links with relevant agencies and cooperate as required with their enquiries regarding child protection matters;

Management of Safeguarding

Augment London has an appointed Senior Board Level member of staff at Augment London who is responsible in providing an oversight of Augment London activities in regards to Safeguarding.

The Designated Safeguarding Officer

The Designated Safeguarding Officer for Augment London is Sanjana Seth, who may be reached by email sanjana@augmentlondon.com or by phone at +(44)2084163677.

Compliance

All persons using Augment London services have a responsibility and duty to familiarise themselves with the Augment London Safeguarding Policy and Procedures.

Any student or tutor found to be in breach of the Safeguarding Policy, Code of Conduct or Terms of Service will be removed from any enrolled courses, have their account deactivated and be suspended from the site until the incident has been investigated by the appropriate authority.

The final decision of breaches of the above policies is at Augment London discretion.

Any user reported for causing harm to a student will be banned from the Service immediately.

Recording of chat and file upload history

All chats will be recorded and stored on the Augment London's server six months after the end date of the course in which the student is enrolled.

All instant messages, files, links and uploads that are shared by the tutor/student using LOG INor private chat function will also be stored and made available for review by Augment London.

Augment London may review any sessions where a report has been made by a student or tutor and may periodically review sessions for quality control and safeguarding.

All recordings remain the property of Augment London.

Monitoring

The policy will be reviewed a year after development and then every year, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Local Safeguarding Children Board,
- as a result of any other significant change or event.

This policy has been approved & authorised by:

Name: Sanjana Seth

Position: Managing Director

Date: 1 October 2019

Review of Policy: 1 October 2020