

SAFEGUARDING & CHILD PROTECTION POLICY

Policy Statement

Twin group comprises of private, fee paying English Language institutions. Its core activity is the organisation of English language and associated education programmes to international students for periods ranging from one week to in excess of 11 months. Twin welcomes adult students as well as children from the age of 11 years old. Students in this domain are accommodated in homestay accommodation with local families.

Twin acknowledges it has a responsibility for the safety of children undertaking its programmes or otherwise under its temporary care. It also recognises that good safeguarding and child protection policies and procedures are of benefit to everyone involved with Twin's work, including staff, as they can help protect themselves from erroneous or malicious allegations.

Twin is committed to practices which protect children from harm. For the purpose of this policy, Twin's staff include not only its employees but also the Homestay providers. All staff who have unsupervised access to or contact with children are required to:

- recognise and accept their responsibilities;
- develop awareness of the issues which can cause children harm; and
- report concerns following the procedure below.

Twin will endeavour to safeguard children by:

1. adopting safeguarding and child protection procedures and a code of practice for all who work on behalf of the organisation;
2. reporting concerns to the authorities;
3. following careful procedures for recruitment and selection of staff, homestay providers and volunteers; and
4. providing effective management for staff, homestay providers and volunteers through support and training.

Twin is also committed to reviewing its Safeguarding & Child Protection Policy and Code of Practice at regular intervals.

It is Twin's policy that:

1. All staff working on behalf of Twin accept responsibility for the welfare of children who come into contact with Twin in connection with its tasks and functions, and that they will report any concerns about a child or somebody else's behaviour, using the procedures laid down.

2. There are Designated Safeguarding Persons –DSP- within the organisation who will take action following any expression of concern and the lines of responsibility in respect of child protection are clear.
3. The DSP knows how to make appropriate referrals to statutory child protection agencies.
4. All those who are involved with children on behalf of Twin should adhere to the Code of Practice in relation to children.
5. Information relating to any allegation or disclosure will be clearly recorded as soon as possible, and there is a procedure setting out who should record information and the time-scales for passing it on.
6. The Children Act 1989 states that the “welfare of the child is paramount”. This means that considerations of confidentiality which might apply to other situations should not be allowed to over-ride the right of children to be protected from harm. However, every effort should be made to ensure that confidentiality is maintained for all concerned when an allegation has been made and is being investigated.
7. Twin’s policy on duty of care to children will be referred to or included in recruitment, training, moderation and policy materials where appropriate, and the policies are openly and widely available to staff and actively promoted within the organisation.
8. A culture of mutual respect between children and those who represent Twin in all its activities will be encouraged, with adults modelling good practice in this context.
9. All staff, homestay providers, volunteers and anyone in paid or unpaid work on behalf of Twin with unsupervised access to children will be vetted appropriately.
10. It is part of Twin’s acceptance of its responsibility of duty of care towards children that anybody who encounters child protection concerns in the context of their work on behalf of Twin will be supported when they report their concerns in good faith.