



Safeguarding Policy Statement

Purpose

The purpose of this policy statement is:

- to protect from harm children, young people and vulnerable adults who receive CENTURY Tech's services. This includes the children of adults who use our services.
- to provide staff, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

The policy lays out the commitments made by CENTURY Tech and informs staff and associated personnel of their responsibilities in relation to safeguarding.

This policy applies to anyone working on behalf of CENTURY, including senior managers, paid staff, volunteers, agency staff and students.

What is safeguarding?

Children and vulnerable adults have the right to be protected from harm.

In the UK, safeguarding means protecting people's health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect. Each nation has a framework of legislation, guidance and practice to identify children who are at risk of harm, take action to protect those children and prevent further abuse occurring. Although the child protection systems are different in each nation and globally, they are all based on similar principles.

Although there is no absolute criteria for determining whether or not harm is "significant", local authorities such as social services, police, education and health agencies work with family members to assess the child, and a decision is made based on their professional judgement using the gathered evidence.

In our sector, we understand safeguarding to mean protecting people, including children and at-risk adults, keeping them safe and responding to concerns or disclosures accordingly.

Policy Statement

CENTURY Tech believes that people should never experience abuse of any kind.

We have a responsibility to protect & promote the welfare of children and vulnerable adults, to keep them safe and operate in a way that protects them.



This applies to everyone we come into contact with. Regardless of age, gender identity, disability, sexual orientation or ethnic origin they have the right to be protected from all forms of harm, abuse, neglect and exploitation.

We work in partnership with children, young people, their parents, carers, schools and other agencies where applicable.

CENTURY Tech will not tolerate abuse and exploitation by staff or associated personnel.

Prevention

CENTURY Tech's commitment to safeguarding includes:

- valuing, listening and respecting all users
- appointing a nominated designated safeguarding lead and deputy who takes lead responsibility for safeguarding within the organisation
- adopting safeguarding best practices through our policies, procedures and code of conduct for staff
- providing effective management, support, training and quality assurance measures for staff to ensure they understand and follow our policies and procedures confidently and competently
- recruiting, managing and deploying staff safely, ensuring all necessary checks are made, including enhanced DBS checks
- recording, storing and using information professionally and securely in line with our Privacy Policy
- following up on reports of safeguarding concerns promptly and according to procedures
- ensuring users and subscribers know about our safeguarding policies and where to go for help
- ensuring all staff report any concerns or suspicions regarding safeguarding
- using our procedures to manage any allegations against staff appropriately
- ensuring that we provide a safe environment for users and minimise any risk of harm that may arise through the use of CENTURY Tech's products and services

Reporting

When recognising and responding to abuse, it's important to ensure that any information shared with relevant authorities about a child or vulnerable adult is done so in a confidential, systematic and respectful manner. It is our duty to follow our policies and procedures in accordance with our legal and statutory obligations.

The level of communication and interaction users have with CENTURY Tech employees varies. Our commitment to all users remains the same in relation to safeguarding, but our reporting process does vary depending on the existing relationship of the user with CENTURY Tech.



- Users that interact with CENTURY Tech’s products and services through an educational organisation subscription will usually have any safeguarding concerns or disclosures passed on to the Designated Safeguarding Lead of that organisation
- Users that have directly subscribed to CENTURY Tech products and services will usually have any safeguarding concerns or disclosures raised with their parent or guardian if appropriate and/or relevant authorities

It is essential that confidentiality is maintained at all stages of the process when dealing with safeguarding concerns. Information relating to the concern and subsequent case management will be shared on a need-to-know basis only, and will be kept secure at all times.

Communication and interaction users have with CENTURY Tech includes, but is not limited to:

- Users accessing content and resources created by CENTURY
- Users submitting text comments through one-way in-platform feedback feature
- Interactions with our social media channels
- Users contacting CENTURY using public communication channels such as social media, email and telephone
- Both in-person and online training or demonstrations

CENTURY Tech also accepts complaints or whistleblowing from external sources, which are members of the public, partners and official bodies. CENTURY Tech will apply appropriate disciplinary measures to staff found in breach of policy.

Safeguarding Designated Lead: **Chris Richards**
Deputy Safeguarding Lead: **Taryn Davison**
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Last updated: 12th February 2021

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Signed: *Rahul Bakrania*

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