



Rawda College Safeguarding Policy

1. **Introduction:** This Safeguarding Policy outlines the principles and procedures that Rawda College follows to ensure the safety and well-being of all learners participating in the programs. The policy is designed to prevent abuse, harassment, and harm, and to guide the actions of all staff members in identifying, responding to, and reporting any concerns related to safeguarding. Rawda College is committed to complying with all relevant laws and regulations pertaining to safeguarding.
2. **Key Objectives:**
 - The Centre's primary objectives in implementing this safeguarding policy are as follows:
 - To ensure that no learner, regardless of age or vulnerability, is at risk of abuse, harassment, or harm while participating in Rawda College's learning programmes.
 - To recognize and take appropriate action if a learner, young person, or vulnerable adult might have been subjected to abuse, harassment, or harm.
 - To adhere to all relevant laws, regulations, and guidelines governing safeguarding and online learning.
3. **Centre Responsibilities:**
 - **Staff Training and Awareness:** Rawda College is committed to providing ongoing training and professional development opportunities for all staff members to raise awareness of safeguarding principles, risk avoidance, identification of potential concerns, appropriate responses, and proper reporting procedures.
 - **Prevention and Risk Avoidance:** Rawda College shall take proactive measures to minimize risks to learners by designing learning environments that promote a safe and respectful atmosphere. This includes clear guidelines on appropriate behavior, the establishment of safe communication channels, and the use of secure online platforms.
 - **Identification, Response, and Reporting:** All staff members are expected to be vigilant and observant, promptly identifying any signs of abuse, harassment, or harm. In the event that such



RAWDA COLLEGE

concerns are identified, staff members are required to follow Rawda College's designated reporting procedures, which will be outlined separately.

- **Availability of the Policy:** The safeguarding policy shall be readily accessible to all stakeholders, including staff members, learners, parents, and guardians. It will be published on Rawda College's official website and distributed during orientation sessions and training programs.
 - **Confidentiality:** Rawda College recognizes the importance of maintaining confidentiality while addressing safeguarding concerns. Staff members are expected to handle sensitive information with the utmost discretion and share such information only with those who have a legitimate need to know.
 - **Collaboration and Partnerships:** Rawda College shall collaborate with relevant external agencies, authorities, and organizations to ensure the effective implementation of safeguarding measures. This includes reporting concerns to appropriate authorities and cooperating with investigations as required by law.
4. **Review and Updates:** This safeguarding policy will be reviewed on an annual basis to ensure its effectiveness and relevance. Any necessary updates or revisions will be made to align with changes in laws, regulations, and best practices related to safeguarding and online learning.

Policy Version 1 was issued on 01/02/24 by Director of Education.

This policy is effective from 01/02/24

Next review is due on 31/01/25