



Additional Safeguarding Information for Parents and Carers

Last reviewed: September 2019

Date of next review: September 2020

The Access Project is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

The Access Project (TAP) is committed to creating a safe, caring environment where young people are listened to and their views are taken seriously. The safety and wellbeing of our students are of paramount importance to us and we will take a number of practical steps to keep the young people on our programme safe from harm.

Pre-employment checks for staff and volunteers

- We perform enhanced DBS checks and take 2 references for all staff members and volunteer tutors who work with young people on The Access Project. The DBS checks are repeated every three years. Our tutors and staff members also undertake mandatory Safeguarding Children training when they join.

The role of the University Access Officer

- University Access Officers are paid members of staff in The Access Project. A University Access Officer is based in your child's school for at least two days a week. They are trained in Safeguarding Children and supported by TAP's Designated Child Protection Officer.
- Young people on The Access Project are encouraged to talk to their University Access Officer should they have any concerns, no matter how small, regarding their tutor, tutorials or travelling/using public transport.

Tutorials

- Tutorials happen in the tutors' place of work or another public space such as a cafe or library.
- A number of our tutorials are now happening online. Online tutorials happen through a safe-secure platform. All tutorial are recorded for quality and monitoring purposes.



- Students are expected to travel independently to their tutorials. Students are trained by their University Access Officer on how to stay safe when travelling.

Code conduct

- All staff/volunteers must abide by TAP's code of conduct for working with young people, included in our Safeguarding Procedures document. These are on our website and also available on request.
- If a young person displays unsatisfactory behaviour whilst participating in TAP, their University Access Officer will work with the young person concerned to resolve the issue. Failing this, the young person may be removed from the programme.

Useful Contacts

Designated Safeguarding Officer (DSO)

Name: Jennifer Guerin

Email: stayingsafe@theaccessproject.org.uk

Phone number: 07542 881 501/020 3960 6592

For further travel and safety advice please direct your child to the following websites

- https://safe.met.police.uk/travel_safety/staying_safe_when_travelling_in_london.html
- <https://tfl.gov.uk/travel-information/safety/staying-safe>
- https://www.birmingham.gov.uk/info/20107/taxi_and_private_hire/295/safe_use_of_hackney_carriages_taxis_and_private_hire_vehicles
- <https://safertravel.info/advice-support/advice/>