



Pearson

Safeguarding children and vulnerable adults' policy

For use by Pearson staff, Associates, contractors, suppliers and centres working with children and vulnerable adults

Who and what is this policy for:

All Pearson staff follow the Pearson's global [Safeguarding Learners Policy](#). In addition to this some departments need individual policies to meet with specific local requirements. This is a policy for UK-managed qualifications offered by Pearson Education Limited which includes but is not limited to Pearson Edexcel qualifications, BTEC qualifications and Apprenticeships.

It does not cover the delivery of qualifications and tests at Pearson Vue or Pearson College which follows the Pearson global safeguarding learners' policy.

This policy explains how anyone can raise safeguarding concerns with us and how we will manage those concerns.

Pearson Education Ltd – Our Mission and Values

Welcome to Pearson, the world's learning company. We have a simple mission: to help people make more of their lives through learning. Whether it's at home, in the classroom or in the workplace, learning is the key to improving our life chances. We are the UK's largest awarding body and we are regulated by Ofqual (England), SQA Accreditation (Scotland), CCEA Regulation (Northern Ireland) and Qualifications Wales (Wales). We offer academic and vocational qualifications that are globally recognised and benchmarked, with educational excellence rooted in names like Edexcel, BTEC, and LCCI.

Our regulatory policies are integral to our approach and articulate in a consistent way how we meet regulatory requirements. These policies are designed to support centres and learners with the design, delivery and award of Pearson qualifications and services.

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Safeguarding children and vulnerable adults policy

Owner Pearson UK Safeguarding Officer

Authorised by Responsible Officer

April 2019 version 6 DCL 1: Public

Ratified by PUKLT June 2019

1. Policy scope

- 1.1** This policy relates to all situations in both the UK and internationally, including online interaction, in which Pearson staff, Associates, contractors, suppliers and centres come into contact with children and vulnerable adults.
- A child is a person under the age of 18.
 - A vulnerable adult can be defined as an individual aged 18+ who may need care services because of mental or other disability, age or illness. For these reasons, the individual may need safeguarding services to protect them against significant harm or exploitation.

2. Policy statement

- 2.1** In several of our activities, particularly relating to education, we may have contact with those who are vulnerable, perhaps because of their age, physical or mental ability or ill health. This policy provides help and guidance so that we act prudently to ensure the safeguarding of children and vulnerable adults.
- 2.2** Our staff, including Associates, contractors and suppliers instructed by and acting on our behalf should not have any unsupervised contact with children or vulnerable adults during visits to centres or in any other situation as part of their work for us. This applies to staff taking part in our sponsored voluntary schemes involving contact with children and vulnerable adults, for example Book Time.
- 2.3** Our staff receive training in safeguarding in their induction and are given refresher training when safeguarding training is updated.
- 2.4** Pearson and our subsidiary companies recruit and appoint staff or contractors who are deemed suitable to work with children and vulnerable adults, based on their declarations of unspent and exempt convictions. We would not knowingly place an employee in a position that caused them to be in contact with children where the employee was unsuitable to work with children, young people or vulnerable adults.

3. What does safeguarding mean?

- 3.1** The Department for Education (DfE) 'Keeping children safe in education' guidance, Part 1, describes safeguarding as including:
- Protecting children from maltreatment; preventing impairment of children's health or development
 - Where a child is suffering significant harm, or is likely to do so, action should be taken to protect that child. Action should also be taken to promote the welfare of a child in need of additional support, even if they are not suffering harm or are at immediate risk.
- 3.2** The Counter-Terrorism and Security Act 2015 is included within the scope of this policy which is about preventing people from being drawn into radicalisation, it states:
- Section 26 of the Counter-Terrorism and Security Act 2015 (the Act) places a duty on certain bodies ("specified authorities" listed in Schedule 6 to the Act), in the exercise of their functions, to have "due regard to the need to prevent people from being drawn into terrorism". This guidance is issued under section 29 of the Act. The Act states that the authorities subject to the provisions must have regard to this guidance when carrying out the duty.

4. Contacting the Pearson Safeguarding officer

- 4.1** You can contact the Pearson Education Ltd Safeguarding Officer for Children and Vulnerable Adults using the following details:

Safeguarding Officer for Children and Vulnerable Adults

80 Strand

London

WC2R 0RL

Tel: 020 7010 2895

Mobile: 07880 081180

safeguarding@pearson.com

5. How to raise a safeguarding concern

- 5.1** You may have a concern about a child or vulnerable adult because of learner or candidate work you have seen, reports that you have received, information you have been given or an incident or behaviour you have seen. The contact or information you have may be from direct or online contact. The concern may be that the individual is at risk of harm from others or from themselves. Sometimes you might not have much information and might worry about raising a concern as a result. However, the safest option is to always report any safeguarding concerns as soon as you can.
- 5.2** Contact the Safeguarding Officer, mainly using the email address safeguarding@pearson.com, to raise your safeguarding concerns. You may also use the contact details outlined in section 4.1.
- 5.3** You should include as much detail as possible, including your name and position, the nature of your concerns and the evidence that gave rise to your concerns. If you are an Associate raising a concern based on a disclosure in an exam paper please include the document identification number of the paper.
- 5.4** The Safeguarding Officer will consider any report, seeking legal advice where necessary, and will act, which may involve referral of the incident to the appropriate authorities, within 24 hours.
- 5.5** The Safeguarding Officer will let you know that action has been taken but cannot discuss the incident further, except for clarification. If any Associates have any concerns about the action being taken they can raise it with the Pearson Associate Management team.
- 5.6** Support will be made available if a disclosing member of staff is distressed by an incident or the reporting of it.
- 5.7** All sensitive information is kept secure, including dates and details of the referral, the feedback received, the procedures followed and the outcome of advice given by Social Services, as appropriate.

6. Useful contacts

NSPCC	0808 800 5000	www.nspcc.org.uk
ChildLine	0800 1111	www.childline.org.uk
Child Exploitation and Online Protection Centre	+44 (0)870 000 3344	http://ceop.police.uk/
The National Children's Bureau	020 7843 6000	http://www.ncb.org.uk
Disclosure and Barring Service	08718 727 800	http://www.disclosuresdb.co.uk/
Churches Child Protection Advisory Service	0845 120 4550	http://www.ccpas.co.uk/
Ofsted	0300 123 1231	https://www.gov.uk/government/organisations/ofsted
Disability Rights UK	020 7250 8181	http://www.disabilityrightsuk.org/
MENCAP	020 7454 0454	http://www.mencap.org.uk/
Respond	0207 383 0700	http://www.respond.org.uk/

7. Useful links

Children, Schools and Families Act 2010 (England & Wales)
Co-operating to safeguard children (NI, 2015)
National guidance for child protection in Scotland 2014 (Scotland)
Safeguarding Vulnerable Groups Act 2006 (UK)
Working together to safeguard children (DfE, England, March 2015)
Churches Child Protection Advisory Service
What to do if you're worried a child is being abused (DfE, England, March 2015)
JCQ Principles for safeguarding children and vulnerable adults

8. Policy review date

8.1 This policy will be reviewed in April 2020.