At First and Last Mile CIC (FLM) we believe that safeguarding children and vulnerable adults is a shared responsibility and will do everything in our power to ensure children and vulnerable adults who come into contact with FLM, in any capacity, are safeguarded.

This policy applies to all those who work for FLM in any capacity. FLM has a commitment to safer recruitment, selection and vetting that include checks into the eligibility and the suitability of all staff. This includes an Enhanced DBS check.

Safeguarding has been referred to as "Safeguarding of vulnerable Adults in their homes". The safeguarding of “vulnerable children” came about because of the Victoria Climbie incident when the various social services, police and other authorities did not identify the circumstances in the child's home. FLM staff do not enter their passengers’ homes and therefore are not able to have regular contact to monitor individuals.

At the time of joining, all staff, in whatever capacity, are required to read this policy and the associated Oxfordshire County Council (OCC) or other recognised training notes and to endorse they have done so.

While FLM has no governing body that sets out requirements for our industry in terms of safeguarding, we want to provide a gold-standard in safeguarding. We therefore choose to operate to the highest standards. Our reference is to make drivers and staff aware of safeguarding symptoms to enable them to identify and follow through any concerns they may have.

FLM has a number of operations which may include but not limited to

- Regular scheduled services, for example shopper routes.
- OCC contracts for school and or other transport requirements.
- Other closed service transport, this includes but not limited to, other services for school and or social (day centres) transport.

OCC runs safeguarding courses throughout the year for taxi and bus/coach drivers. There may be other organisations providing a similarly relevant course. FLM recognises this course and others that may arise as the most relevant for our industry and is basing its safeguarding awareness guidelines on those notes and course(s). OCC provides notes for their course which must be read prior to attending the course. Should a new recruit not have safeguarding training within the past 3 years, they will be required to undergo the OCC or other safeguarding course as avalable. Other courses may provide notes.

Identification of a staff member.

- No formal identification (badge) is required for regular scheduled services, for example shopper routes.
- OCC requires contractors’ drivers to display an OCC driver badge for contracts for school or other transport. The issue of this badge requires the wearer to have undergone a proven safeguarding course within the previous 3 years. FLM will request an OCC driver badge before any driver is allocated a contract duty.
- No formal identification (badge) is required for other closed service transport unless requested either before or subsequent the start of such service. This includes services for school, social (day centres) or other transport needs. In circumstances where identification is required, FLM will issue such a badge.

Should any member of staff request an identity badge, one will be provided.

Any safeguarding concern or allegation of abuse will be taken seriously by FLM and responded to appropriately. All those who work with FLM share the responsibility for safeguarding children and vulnerable adults but there are individuals within the company with specific safeguarding responsibilities.

The **Designated Safeguarding Lead (DSL)** is Director Andy Swarbrick. This role may change from time to time. The DSL may appoint a deputy.

If a member(s) of staff has any concerns regarding another member of staff or the public they must, without delay, report those concerns to the DSL or a person deputising for that position.

The DSL or deputy will record any concerns and take appropriate action. A record of any interviews during the investigation, either formal or informal, will also be recorded electronically. The conclusion of the investigation will then be recorded.

FLM recognises that any concerns may require a referral to the independent Local Authority Designated Officer (LADO) if an allegation has been made against an FLM member of staff or member of the public.

Escalating Concerns

Alternatively, ring OCC on 0345 050 7666 which will be diverted to the Emergency Duty Team who works through the night. If there is an urgent risk and if your manager is not available call 999.

If the DSL is not available, report specific concerns about the abuse or neglect of a child, young person or adult with care and support needs, call Social and Health Care (MASH – Multi-agency Safeguarding Hub).

If there is concern with a student to or from Bartholomew School this should be reported to the Bartholomew School Designated Safeguarding Lead (Sam Jones) on 01865 881430 or after hours by email office.4054@bartholomew.epatrustorg.

If this is out of hours, (not in office time), ring this number which will be diverted to the Emergency Duty Team who works through the night,. 0345 050 7666. If there is an urgent risk and if your manager is not available call 999.

If you are worried that your manager or any other professional (e.g. teacher) may be abusing a child, call the Local Authority Designated Officer for Child Protection (LADO) 01865 810603.

If you are concerned that a child may be being abused by someone other than your manager or another professional (e.g. parent). Please contact the Multi-Agency Safeguarding Hub (MASH) 0345 050 7666.

To discuss general safeguarding concerns for the particular attention of the Transport hub call Transport Quality Monitoring Team on 01865 323500 or email qmcc@oxfordshire.gov.uk. If there is an urgent risk call 999.

See Also

- Care Act 2014
- Mental Capacity Act 2004
- Prevent by Thames Valley Police
- Report a concern