



ST. ANDREW'S
COLLEGE
Cambridge

COLLEGE POLICY DOCUMENT

Independent Listener Policy

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Related documents:	Child Protection Policy Recruitment and Selection Policy

This policy details what provision St. Andrew's College Cambridge has put in place to ensure that students have available support and guidance if they feel unable to speak to a member of the college staff.

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Independent Listener Policy

1. Introduction

This policy should be used in conjunction with the Child Protection Policy. Standard 2.3 of the *National Minimum Standards for Boarding Schools (NMS), April 2015* requires schools to appoint an Independent Listener who is outside the staff or the leadership structures to be available to students who may want to discuss concerns or problems. This is over and above the provision already available to them through the implementation of the following policies:

- Child Protection Policy
- Anti-bullying policy
- Enabling Students to Raise Problems and Concerns Policy
- Reporting of Concerns or Allegations of Harm to Students Policy

The role of Independent Listener is expected to follow all policies and procedures driven by the *Keeping Children Safe in Education, May 2016 (commencing September 2016)* and *Working Together to Safeguard Children, March 2015*. It is a fundamental value of the college that we help our students to remain healthy, enabling them to continue to access their education without stigma or exclusion. Hence all staff at St. Andrew's College Cambridge are committed to ensuring our students are safe and feel they have someone to talk to.

2. Policy Aims

The aims of the policy are:

- To provide staff information as to how students can access the Independent Listener
- To enable students to obtain support and guidance when they feel unable to speak with a member of staff.

3. Key principles and procedure

3.1. Disclosure and Barring Service (DBS)

The Independent Listener will be DBS checked and their details will be added to the Single Central Register (SCR).

3.2. Training

The Independent Listener will receive a copy of the *Child Protection Policy* and all related policies. It is expected that the Independent Listener will have Level 1 Safeguarding training which will be recorded on the Central Training Register.

The Independent Listener will be made aware of the Designated Safeguarding / Prevent Leads and will be provided with contact details. The Independent Listener will be briefed on their responsibilities for confidentiality and the rules attached to breaching this responsibility as detailed by *Keeping children safe in education, May 2016*.

The Independent Listener will be briefed on any trends within the college e.g. bullying, substance abuse etc. that are likely to result in contact with students. They will be provided with all policies associated with these issues i.e. *Anti-Bullying Policy, Substance Misuse Policy*.

3.2 Liaison with the College

The Independent Listener is independent from the college and will have no duty to relay information to the college on those students who they have been in contact with. In the event that information does need to be relayed for Child Protection purposes, this will be directly to the Designated Safeguarding / Prevent Lead.

On occasion, The Independent Listener may be requested to submit a numerical report on the type of issues arising in order to steer the work of the Designated Safeguarding / Prevent Lead and the Welfare Officer.

3.3 Multi-Agency Working

The Independent Listener will be supplied with the contact details of Local Authority Designated Officer (LADO). In the event a referral to the LADO is required, the Independent Listener is under no obligation to share this information with the college however where a referral is made, the Independent Listener may be contacted by the Designated Safeguarding / Prevent Lead in line with the *Child Protection Policy* reporting procedures.

4. Promotion of the Independent Listener

4.1 Students

The college will advertise widely within the college the availability of the Independent Listener. This should include (not exhaustive) posters in college and the residences, information within the welcome and induction packs, verbal reinforcement by tutors etc.

The information supplied to students must include a simple narrative of the purpose of the Independent Listener, their contact details and a photograph.

4.2 Staff

All staff will receive training on what the Independent Listener does and their role in the process within their Level 1 Safeguarding Training.

5. Independent Listener contact details

College	Name	Contact number
St. Andrew's College Cambridge	Sally Charlton	07758 857223

Reviewed: August 2017

Next review: August 2018