

Belfast Met Safeguarding Guide for Employers

Reporting Procedure Employer / Placement Provider

If an Employer/Placement Provider has a potential safeguarding concern with respect to a Belfast Met Student on placement at their company and have reason to believe that they are suffering abuse, they should in the first instance contact the College Safeguarding Team. This should be done immediately by emailing safeguarding@belfastmet.ac.uk or telephone 02890265019. The Safeguarding Team will instigate the college safeguarding procedure.

Role	Name	Contact Details
Governing Body Safeguarding Lead	Sheena McKinney	governingbodysecretary@belfastmet.ac.uk C/O The Executive Leadership Team Belfast Metropolitan College Titanic Quarter Campus 7 Queens Road Belfast BT3 9DT
Strategic Leadership Team Safeguarding Representative	Dee McDowell	DMcDowell@belfastmet.ac.uk 028 9026 5123 MS Teams
Designated Safeguarding Manager	Dee McDowell	DMcDowell@belfastmet.ac.uk 028 9026 5123 MS Teams
Deputy Designated Safeguarding Manager	Paula Irvine	PaulaIrvine@belfastmet.ac.uk 028 9026 5000 Extn: 3556 07590 228107 MS Teams
Adult Safeguarding Champion	Dee McDowell	DMcDowell@belfastmet.ac.uk 028 9026 5123 MS Teams
Designated Safeguarding Officer	Kate Hall	safeguarding@belfastmet.ac.uk 028 9026 5019 07436 531780 MS Teams

If the Employer/Placement Provider still has concerns, they can contact the Board of Governors responsible for College Safeguarding.

Designated Safeguarding Board of Governors Representative – Sheena McKinney

clerkgoverningbody@belfastmet.ac.uk

c/o The Directorate

Belfast Metropolitan College

Titanic Quarter Campus

7 Queen's Road

Belfast

BT3 9DT

- Anyone with an immediate concern about the safety or welfare of a child, young person, or adult at risk and in need of protection should contact the PSNI without delay so that an emergency protective response can be made.
- We all have a duty of care to make a safeguarding referral where there is a reasonable belief that a child or adult is at risk of significant harm.