

# Royal Mencap Society

Monitoring visit report

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<b>Unique reference number:</b>	144786
<b>Name of lead inspector:</b>	Rieks Drijver, Her Majesty's Inspector
<b>Inspection date:</b>	13 July 2021
<b>Type of provider:</b>	Independent specialist college
<b>Address:</b>	123 Golden Lane Islington London EC1Y 0RT

## Monitoring visit: main findings

### Context and focus of visit

This monitoring visit focused on safeguarding arrangements and was undertaken as outlined in the [operational note on visits carried out from January 2021](#) and with reference to the further education and skills handbook.

The Royal Mencap Society is a national charity, with headquarters in Islington, London, which teaches traineeships, apprenticeships and supported internships across the country. Most learners attend a work placement as part of their training. All learners have special educational needs and/or disabilities. Those on supported internships all have education, health and care plans.

This was a safeguarding monitoring visit following a concern identified during a methodology pilot inspection in June 2021. This related to staff knowing about, and assessing, the risks to learners of changes in their circumstances, such as how they travel to their work placement. The purpose of the visit was to assess the progress leaders and managers have made in relation to the theme set out below.

The impact of COVID-19 (coronavirus) has been taken into account in the findings and progress judgement below.

### Theme

<b>What progress have leaders and staff made to ensure that safeguarding arrangements are reviewed and updated so that relevant staff know of any changes to learners' circumstances on placements that may impact on their safety?</b>	<b>Reasonable progress</b>
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Following feedback received at the methodology pilot inspection, leaders and managers took swift action to start to put right the issues raised about updating risk assessments for learners when their personal or work placement circumstances change. They created an effective audit of learners' safety to review their practices and procedures and the impact of these on learners. They ensured that programme coordinators were fully involved in the process and that trustees were fully informed. Leaders and staff reviewed the circumstances for all learners and checked that all are safe at their work placements and in their travel to and from these placements.

Through their audit, leaders and staff are able to identify gaps in information held about learners and their circumstances. They have not yet completed the full cycle of their audit, which is planned within the next month. As a result, they do not have confirmation of the completion and impact of all follow-up actions to be taken. These actions include, for example, the need for staff to record more precise information in

work place agreements with employers. The audit confirmed that staff have a detailed knowledge of their learners. However, at present, staff do not record accurately, and at times comprehensively enough, important information pertinent to learners on placements. Staff do not consider sufficiently whether employers' risk assessments take into account, and would mitigate, the risks for the specific circumstances of individual learners. Leaders and managers have made positive changes to the health and safety questionnaire for employers for use for newly placed learners.

Leaders and managers have appropriately identified additional training needs for staff as a result of their audit to reduce inconsistencies in practice. These include staff's compliance in documenting learners' issues, recording interventions for learners, and completing health and safety documents when setting up a work placement.

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