

Ai Core Safeguarding Policy

Ai Core is committed to creating a safe and inclusive environment for all individuals, regardless of their age, background, or circumstances. This safeguarding and well-being policy outlines our commitment to promoting the safety, health, and well-being of all individuals engaging with our services.

Policy Statement:

Ai Core is dedicated to safeguarding against various risks, promoting well-being, and addressing concerns promptly. This policy encompasses a wide range of issues, including but not limited to:

- Health, Safety, and Well-being
- Protection of Adults at risk
- Bullying, Harassment, and Discrimination
- Self-Harm
- Abuse and Neglect
- Domestic Violence
- Safety from Exploitation
- Alcohol, drug and substance Misuse
- Financial Exploitation
- E-safety
- User Authentication
- Privacy and Data Protection
- Safe Communication
- Content Filtering
- Technical Support

E-Safety

The internet serves as a vast platform for information and communication. It is crucial to recognise that not all online information or individuals can be deemed trustworthy. Here is a helpful guide on maintaining online safety:

- **Stay safe** — Refrain from disclosing personal details to unfamiliar people, companies, or entities.
- **Don't meet up** — Meeting someone you've only interacted with online poses potential risks. Always consult with someone you trust before arranging a meetup.
- **Accepting files** — Avoid accepting emails, files, pictures, or messages from unknown sources, as they may lead to problems.
- **Reliable** — Cross-check information before accepting it as true. Evaluate the credibility of the person or website providing the information.

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- **Tell Someone** — Share your concerns with someone you trust if you feel uneasy or uncomfortable about someone or something online.

Prevent agenda: protecting people from radicalisation and extremism

At Aicore, we uphold Global Values, including Democracy, Rule of Law, Individual Liberty, and Respect and Tolerance.

The Prevent Agenda is part of the government's counter-terrorism strategy, aiming to prevent individuals from becoming or supporting terrorists.

Extremism, as defined by the Home Office, opposes fundamental British values. It covers various forms of terrorism and extremism, including the extreme right wing, violent groups, and other causes.

Recognizing extremist behaviours includes changes in dress or behaviour, secretive conduct, sympathy towards extremist causes, and possession of extremist literature. Report such concerns to safeguarding@theaicore.com.

What can you do to support a safe environment?

- Refrain from causing harm or offence to others through your behaviour.
- Avoid using social networking, mobile phones, or other electronic devices to engage in bullying or harmful activities.
- Treat others with respect and dignity, following the golden rule of treating others as you would like to be treated.
- Cultivate relationships based on equality and a comfortable mutual understanding.

If you are harmed or abused by others, report it to a member of staff.

Reporting Concerns:

If you have concerns related to any of the safeguarding aspects mentioned above, we encourage you to take action. You can:

1. Speak to your Dedicated Success Manager, Support Engineer (if you are currently in a bootcamp), or your Career Advisor (if you are a graduate).
2. Complete the [online concern form](#), which allows for anonymous reporting. We encourage providing your contact details for a more effective response.
3. Contact our safeguarding team via email at safeguarding@theaicore.com.

Where and how to report

Please report all concerns using [our reporting form](#).

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Your name — providing your name is immensely helpful for follow-up and further clarification. While the form allows for anonymous reporting, please consider using this option only if absolutely necessary, as taking action may be limited without knowing your identity. Regardless, furnish an email address for correspondence regarding the report. Note that our third-party reporting tool anonymizes communication, ensuring the confidentiality of the email address provided for anonymous submissions.

A comprehensive description of the incident — provide a detailed account of what transpired. If the violation occurred online, share the relevant text by linking to or sending it to us. If the violation took place in person, specify the words spoken or actions taken by the other person. Concrete details are crucial for effective action.

Where and when the incident occurred — include the location and timing of the event.

Any additional context — offer relevant information such as examples of a recurring pattern of similar behaviour from the individual involved, and whether you have a relationship with this person outside of the context in question.

Your response to the incident — inform us of any actions you have already taken. This provides insight into the current state of the situation.

Designated Safeguarding Lead:

Our Designated Safeguarding Lead is Lydia De Pedro. In her absence or if the concern is related to Lydia, you can contact:

- Blair Martin, Lead Engineer and Deputy Safeguarding Lead

Our fully trained Safeguarding Team are available to offer advice and guidance to ensure that anyone at risk is given the right support. Our Safeguarding team is available to help. Email us at safeguarding@theaicore.com

What happens when a safeguarding concern is raised?

Once we're notified of a safeguarding concern, we can't promise to not share or act on it. **We have a duty of care to all our learners** and so where there is risk of harm or the possibility of abuse, we will take action.

Additionally, we offer access to assistance to aid learners in addressing issues related to their safety and overall well-being.

Should learners ever find themselves with concerns, feelings of discontent, or worries about the welfare of fellow learners, there is always someone available for discussion and support.

Code of Conduct:

Our Code of Conduct governs the behaviours and rules that apply to all individuals associated with Ai Core. It is designed with safeguarding in mind and includes the following:

- Reporting any concerns to the Ai Core Safeguarding team.
- The Ai Core Safeguarding team will assess each situation and determine the appropriate course of action, considering factors such as the specific scenario and the individual's status as an Ai Core learner or graduate.

Emergency Support:

In case of immediate danger or urgent concerns outside Ai Core's core hours (9am–5pm, working days), contact emergency services at 999 (UK) or 112 (other regions/countries). If you need emergency well-being support, you can call The Samaritans at 116 123 in the UK or Ireland.

Thank you for taking the time to read and understand Ai Core's Safeguarding and Well-being Policy. We are committed to your safety and well-being and are here to support you throughout your journey with Ai Core. Please do not hesitate to reach out if you have any concerns or require assistance in maintaining your safety and well-being. Your well-being is our priority.