



METRO MAYOR
LIVERPOOL CITY REGION



Provider Improvement Fund: Tender Opportunity

UTN No 9

Safeguarding – Sexual Abuse, Harassment & Consent
Training

APPROVED TENDER



Introduction

The Provider Improvement Fund

Working in conjunction with the Liverpool City Region Mayoral Combined Authority and funded by the European Social Fund (ESF) and Strategic Investment Fund (SIF) through the Liverpool City Region Skills and Apprenticeship Hub project, GMLPF is managing the Provider Improvement Fund.

The Provider Improvement Fund has been designed to provide a comprehensive programme of training and development support to locally based learning providers operating in the post-16 learning sector. It has been designed to bring about a number of key improvements including:

- Improving the quality and delivery of learning programmes locally
- Supporting the growth and development of learning providers and their learning programmes
- Supporting the post-16 sector to adapt to change and become more responsive through training and development that builds their capacity and capability
- Increasing the proportion of LCR learning providers with an Ofsted Grade 2 or above

The Provider Improvement Fund will operate from June 2021 to November 2022 and will support improvements in the quality of delivery of learning programmes across the Liverpool City Region.

Tender Opportunity – Background Information

As part of the Provider Improvement Fund, Greater Merseyside Learning Providers' Federation wishes to procure the following training and CPD for LCR based learning providers

Delivery of Safeguarding Sexual Abuse, Harassment & Consent Training

GMLPF wishes to appoint a suitably experienced supplier to deliver Safeguarding related Sexual Abuse, Harassment and Consent Training for LCR based providers, supporting safeguarding leads and leaders and managers (also governors) in local Liverpool City Region Learning Providers to improve their understanding of sexual harassment and consent (which from September 2021 is a feature of the Education Inspection Framework) in particular; what it is, how it may present in the workplace and place of learning, what providers need to update in terms of policy and what providers need to do to support and protect learners moving forward.



Ofsted published a set of findings and recommendations relating to sexual abuse in schools and colleges earlier in 2021 [review of sexual abuse in schools and colleges](#). This found that sexual harassment, including online sexual abuse, has become 'normalised' for children and young people although staff are not always aware. The report recommended that school and college leaders act on the assumption that sexual harassment is affecting their learners, and take a whole-provider approach to addressing these issues, creating a culture where sexual harassment is not tolerated. Following this report, Ofsted reviewed its inspection handbook to ensure inspectors and providers focus on this issue as part of their inspection of safeguarding arrangements starting from the assumption that sexual harassment and online sexual abuse are happening, even when there are no specific reports.

The increased policy emphasis upon sexual abuse, harassment and consent and the fact that it now forms part of the EIF means that many learning providers will have a knowledge gap in this area. This makes it an ideal focus for the Provider Improvement Fund.

To that end, the training is intended to explain the nature of harm and abuse caused to learners who may be at risk of, or have experienced sexual violence, harassment or peer on peer abuse, to enable practitioners to recognise the signs and respond appropriately, so that potential victims or survivors get the support and help they need and safeguarding implemented.

The Provider Improvement Fund has been established to help bring about quality improvements in the delivery of learning. The Provider Improvement Fund has also been established to capacity build the learning provider base and provide a strong legacy dimension to all the training it delivers, delivering training that will lead to improvements in the quality of learning and the experiences of learners.

It is anticipated that the delivery of Sexual Abuse, Harassment and Consent awareness and training will complement wider Safeguarding training taken forward by providers locally. Purchasing this training on behalf of a group of learning providers by the Provider Improvement Fund and aggregating demand makes it more accessible to individual providers.



Opportunity to Tender – Specific Requirements

GMLPF is looking to invite suitably experienced and qualified organisations to tender for the specific opportunity described below:

Form of Training Programme – Delivery of Safeguarding Sexual Abuse Harassment and Consent Training.

Requirements

GMLPF is looking for an organisation to deliver up to 4 short half day workshops that support small groups of LCR based learning providers and their staff to better understand this important area and subsequently roll out appropriate policies and procedures to support improvements in safeguarding of learners.

GMLPF wishes to procure the following

- Volume: The delivery of up to 4 half day training workshops. It is anticipated that the training programmes will be delivered face to face or, should there be changes in the Covid situation and additional restrictions are introduced, remotely ie using Teams or Zoom.

Reflecting the Covid situation, a preference for face to face and the sensitivity of the subject matter we anticipate the workshops may work with groups of 8-10 learners at a time.

- Focus: The delivery of a training programme that builds a provider's capability and capacity – essentially training members of staff to better understand an emerging Safeguarding theme; Sexual Abuse, Harassment and Consent champions and to then enable them to develop and embed appropriate measures and promote understanding through their organisation.
- User defined: GMLPF will work with the chosen supplier to finalise the content of this train the trainer CPD programme but is looking for potential suppliers to be innovative in their design and delivery of the programme and to incorporate a strong interactive dimension as experience suggests group work, in the delivery of the programme, benefits participants by building up and broadening their knowledge of sexual harassment and consent issues.
- Delivery: We anticipate that the supplier will deliver the training on a face to face basis with the option for learners to undertake on line assessment upon completion of the training



- Content – detail on a potential model and what themes it might focus on are included overleaf
- Emphasis – upon training of participants to become champions of mental health and to return to their employer and cascade training down to other colleagues

Takeaway:

It is anticipated that participants will be able to take away a resource pack with guidance, slides, notes and tips that they can then use to deliver training themselves.

Possible Content

GMLPF is looking to invite suitably experienced organisations to deliver a programme of support to LCR based learning providers that could involve the following elements:



Pre course: GMLPF anticipates that there will be pre-course activity prior to the training (which can be factored into the course costing) where GMLPF work with the chosen supplier to:

- Finalise the structure and content of the training programme and agree dates
- Circulate pre-course paperwork required for evidence requirements
- Agree a participant pack of support materials to take away

Safeguarding – Sexual Abuse, Harassment & Consent Training programmes:

Course content should reference the recent Ofsted report and updated EIF handbook as a basis for this training and deliver the following broad objectives:

- What is meant by the term 'sexual harassment' and 'peer on peer abuse' and how to identify them;
- Being aware of and able to recognise your legal responsibilities to protect learners from peer-on-peer abuse, sexual violence and sexual harassment;
- How to implement effective preventative strategies to discourage incidents of abuse or violence in your organisation;
- How to support a learner to report abuse and understand the range of services that exist to support you and survivors of abuse or violence.

Specifically, the training could also cover

- **What a Provider's responsibilities are in this area?** – What are providers expected to do?
- **What is Consent?** After completing the training participants will be able to: Understand and describe what the legal definition of consent in the UK, define what "Capacity to Consent" and "Freedom to Consent" is and understand the different ways an individual can consent.
- **Sexual Abuse, Harassment & Sexual Assault** – Challenging Myths and Misconceptions. Upon completion participants will be able to; understand and describe a range of relevant legal definitions relating to abuse, harassment and assault within the UK and the consequences of breaking those laws: understand and recognize common societal myths and misconceptions about sexual harassment and assault and understand and tackle online abuse and harassment
- **Responding and Referring:** Upon completion of the training and workshop participants will be able to: describe the five F's as responses for survival; understand where and how to access support and describe how to support an individual who tells them about their experiences or may be experiencing abuse.

The training is designed to build personal knowledge and drive organizational change and improvements in the way learners are safeguarded and supported. The training of lead individuals will build organizational capacity and capability.

Post course: The training should result in driving change.

A post course questionnaire will need to be completed



Costing

It is anticipated that the total budget for the delivery of the training (up to 4 half day workshops – delivered over 2 days, provision of training materials, assessment (if appropriate) and production of all funding evidence is £2,700 or £2,250 plus £450 VAT (if suppliers are VAT registered).

Room hire and associated catering costs for face to face learning will be met by GMLPF but all other expenses should be covered by the above budget

Organisations looking to tender should be aware that the programme is supported by ESF and SIF and will be required to capture and provide participant information ie learner enrolment forms, learning plans, timesheets, evaluation forms as part of the delivery of the programme. Examples of the paperwork to be completed are attached. Payment will be made upon successful and complete delivery of this paperwork alongside a claim and invoice.

Sub-Contracting

This project is ESF and SIF funded so suppliers are required to note that no further sub-contracting is permitted.

Suppliers are able to use Associates in the delivery of this project provided an associate contract or agreement is in place between the supplier and their associate(s). Suppliers are asked to reference this in their tender submission ie staff who will be used to deliver the training and will be asked to provider copies of associate contracts.

Submission of Tender

Suitable organisations are asked to tender for this opportunity. GMLPF would ask you to fully read this guidance document, the accompanying document on selection of tenders (assessment criteria) and use the tender response form to submit their proposal.

Suppliers should return their completed tender response:

To: ian@gmlpf.net

By: Tuesday 19th October 2021 5.00pm

With: PIF Tender **UTN 9 Safeguarding Sexual Abuse, Harassment & Consent Training** in the e-mail subject heading



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