



Name of Policy: Safeguarding

RESPONSIBLE COMMITTEE: Decanal Committee

RESPONSIBLE OFFICER: Senior Dean

LINKED DOCUMENTS: College: Harassment Policy and Procedure; Equality Policy; Data Protection Policy; *Prevent* Duty Policy; Training Document on the *Prevent* Duty; Room Booking by Students Policy; Room Booking by Academics and Non-academic Staff Policy; Room Booking by Academic and Non-academic Staff Procedure; Identifying at Risk Students Policy; Identification and Reporting College Members and Staff at Risk of Radicalization Procedure.

LINKED DOCUMENTS: Other: n/a

Annual Review date: First meeting of Hilary Term

POLICY HISTORY

<i>Date of GB approval</i>	<i>Brief summary of changes</i>	<i>Confirmation that linked documents have updated if necessary</i>	<i>College policy register updated</i>
21 June 2016	Generation of policy	na	Yes (Sandra Campbell)



PURPOSE OF POLICY

1. This policy sets out the College's approach to safeguarding adults at risk and children who come into contact with the College.

POLICY

2. The College will nominate the Safeguarding Officer as the Senior Dean.
3. The College is committed to providing a safe environment for all adults at risk and children who come into contact with the College through its teaching, research, outreach, access or other activities.
4. This policy applies to all staff, students and visitors to the College.
5. The College will maintain guidelines for those carrying out activities involving adults at risk or children.
6. The College cannot act 'in loco parentis' and ultimate responsibility for children will rest with those who have parental responsibility.
7. The College will require that where a student will be under 18 when commencing their studies, they and their parents/guardians sign an "Under-age Student Authorisation Form" which will set out particular areas that must be agreed by the student and the parent for them to be permitted to study at the College.
8. The College will ensure there are robust procedures, both internally and externally, for sharing information about vulnerable individuals. Any information sharing agreements will comply with the data protection legislation.
9. In carrying out its safeguarding duty, the College will give due regard to preventing individuals from being drawn into terrorism as detailed in our *Prevent* duty policy.

DEFINITIONS USED IN THIS POLICY

10. Adult at risk: Defined by the Care Act 2014 as "any person aged 18 years and over who is or may be in need of community care services by reason of mental health issues, learning or physical disability, sensory impairment, age or illness and who is or may be unable to take care of him/herself or unable to protect him/herself against significant harm or serious exploitation."
11. The term 'adult at risk' has been used in place of the term 'vulnerable adult'. This is because the term 'vulnerable adult' may wrongly imply that some of the fault for the abuse lies with the adult abused. The term 'adult at risk' is used as an exact



replacement for 'vulnerable adult', as used throughout existing government guidance to local authorities.

12. Child:

A 'child' is any person under the age of 18; 'children' are to be construed accordingly. Particular care shall be afforded to a child under the age of 16