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| Safeguarding Policy |
| **2024-2027** |

**Safeguarding Policy**

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# Summary

Edge Hill University is committed to ensuring that all children and adults at risk, and those who work with them, are safe and supported in our University community. The Safeguarding Policy explains the University’s approach to Safeguarding and protecting the wellbeing of children, and adults at risk. It includes the procedure to be followed in the event that a Safeguarding concern is raised.

# Glossary of Terms

| **Adult at risk** | Those persons aged18 and over who by reason of mental or other disability or illness are (or may be) unable to take care of themselves or are (or may be) unable to protect themselves against significant harm or exploitation. |
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| **Case Conference** | An informal meeting of relevant staff from across University departments to discuss a complex situation and determine next steps. |
| **Child** | An individual who is under the age of 18 (Children Act 1989). |
| **Contractor** | An individual employed by a third party organisation or self-employed to carry out work on behalf of the University. |
| **Disclosure and Barring Service (DBS)** | An executive non-departmental public body, sponsored by the Home Office which helps employers make safer recruitment decisions by processing and issuing DBS checks. |
| **Local Authority Designated Officer (LADO)** | The individual within the local authority who is responsible for managing allegations against adults who work with children. The LADO does not conduct investigations directly, but rather oversees and directs them to ensure thoroughness, timeliness and fairness. |
| **Prevent** | A part of the UK government's overall anti-terrorism strategy, CONTEST. The Prevent duty aims to safeguard people from becoming terrorists or supporting terrorism. |
| **Principal Investigator** | The individual with overall responsibility for a research project. |
| **Professional, Statutory and Regulatory Bodies** **(PSRBs)** | A group of professional and employer bodies with statutory authority over a profession or group of professionals. They often deal with higher education as regulators and accredit or endorse courses that meet professional standards. |
| **Regulated activity** | A term used to describe certain job functions carried out by an individual as defined by the DBS. Such designation determines eligibility for an Enhanced Level DBS check and a check of the DBS Barred Lists. The DBS has set out eligibility guidelines which outline work that is classed as regulated activity, with regard to both children and vulnerable adults. |
| **Radicalisation** | The process by which a person comes to support terrorism and forms of extremism leading to terrorism. |
| **Student** | Any individual registered on a programme of study with the University, whatever mode of delivery and location. This also includes students (often referred to as trainees) who are on programmes which can result in a recommendation for Qualified Teacher Status (QTS), and students (often referred to as apprentices) who have chosen to study at the University as part of an apprenticeship programme. |

# Purpose

The purpose of this policy is to explain the University's approach to Safeguarding and protecting the wellbeing of children, and adults at risk who come into contact with or are brought to the notice of Edge Hill University. It also covers those at risk of radicalisation. The document provides members of the University community with guidance on the procedures they should adopt in the event they suspect a child or adult at risk may be experiencing or be at risk of harm.

# Policy

## Introduction

* 1. Edge Hill University aims to promote the highest standards in relation to the safety and welfare of the University community. To this end, the University recognises that it has a responsibility to provide appropriate structures, policies, and procedures to help safeguard students and staff as applicable, and children and adults at risk.
  2. As a major provider of education and training for key professions, Edge Hill University staff and students engage with children, and adults at risk in regulated activities in a range of different settings and for a range of different purposes. Additionally, members of the University community come into contact with children, and adults at risk in situations which would not be considered to be regulated activities but where the principles of safeguarding need to be observed.

## Scope

* 1. This Policy and the accompanying procedures apply to relevant individuals who are part of or come into contact with the Edge Hill University community. This includes but is not limited to:
* All staff on all contract types including Secondees, Associate Tutors, Visiting Lecturers and Casual workers.
* All current students on all modes of study including apprentices and CPD course participants.
* All prospective students related to their engagement with the University.
* All volunteers working on behalf of the University, including during work experience.
* All legally contracted representatives of the University, where appropriate including agents, franchise providers and outreach providers.
* All staff members and agents of Edge Hill University partnerships when performing a function of the partnership.
* All contractors or consultants working on behalf of the University, whether or not the work is conducted on University premises.
* All visitors to the University, including as part of promotional events such as open days and community markets.
* All individuals involved in University research or knowledge exchange activities.
* Those hiring University facilities for the provision of services or activities (e.g. external hire of Edge Hill Sport or The Arts Centre facilities, school groups booking summer school or residential provision).
  1. The following groups or individuals would be protected by the policy.
* Children (under 18)
* Adults at risk (18 and over)
* Those at risk of radicalisation (any age)
  1. Edge Hill Students Union (EHSU) has separate safeguarding policies and procedures.  However, the University and EHSU are committed to working together and sharing information in order to safeguard the interests and wellbeing of children and adults at risk.   In situations where there is a legitimate concern for safety and wellbeing, the University will share information with EHSU and vice versa. Decision on the relevant information to share will be made on a case by case basis.
  2. In the event that a University-led activity is held in non-University premises, this policy will normally take precedence, but further action may still need to be taken under the host’s policy.

## Safeguarding Structure

* 1. The Vice Chancellor is accountable for the effective implementation of this policy across the University, and for ensuring that Edge Hill University is discharging its responsibilities.
  2. Whilst there are specific lead responsibilities identified within the University, it is vital to state that it is everyone's responsibility to safeguard and protect children, and adults at risk.
  3. Clear leadership and lines of accountability have been established to ensure the policy is implemented across the University. Edge Hill has designated a Lead Safeguarding Officer (which incorporates the role of Prevent Lead) and 2 Deputy Lead Safeguarding Officers. In addition, a number of Designated Safeguarding Officers (DSOs) provide support from Faculties and Departments across the institution.
  4. The number of DSOs will be determined through discussion with Services and Faculties to meet the needs of individual areas and to provide expertise as appropriate (for example knowledge of professional body requirements and procedures).
  5. The roles and responsibilities of the key role holders are detailed in Annex A, and updated annually as required. Individual role holders may delegate the tasks associated with their responsibilities to others, however overall responsibility remains with the role holders. Details of the individuals acting as [key role holders](https://www.edgehill.ac.uk/safeguarding/) can be found online.

## Safe Recruitment and Selection

* 1. Edge Hill University will take all appropriate steps to ensure that individuals, who are unsuitable for working with children or adults at risk, are prevented from doing so. In line with its duties, including the requirements of the Professional, Statutory and Regulatory Bodies (PSRBs), Edge Hill University will undertake rigorous checks into the eligibility of any staff, students or volunteers who are likely to have regular, unsupervised contact or encounters with children or adults at risk.
  2. The University is registered with the Disclosure & Barring Service (DBS) and will ensure that any staff member, student or volunteer whose role or activity meets the requirements stipulated by the DBS regarding regulated activity, will be checked for relevant criminal convictions to an enhanced standard.
  3. Further information regarding the safe recruitment, selection and development processes followed by the University is detailed in Annex B.

## Research

* 1. The Safeguarding of children and adults at risk who are involved in research is the responsibility of the Principal Investigator.   Staff members supervising all student research projects (including undergraduate and postgraduate taught students and postgraduate research students) also have joint responsibility for Safeguarding within the project.  The research must be conducted in accordance with approval from the relevant ethical approval process and conform to the [Research Ethics Policy](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.edgehill.ac.uk%2Fdocument%2Fresearch-ethics-policy%2F&data=05%7C02%7Cfay.sherrington%40edgehill.ac.uk%7Cbf14c13db8cd47d4c66808dc15e6bbee%7C093586914d8e491caa760a5cbd5ba734%7C0%7C0%7C638409327936647416%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=0SxU0zqsA1YYpDzbOXrcX%2BJKQpJ%2Fy4BJG1%2Fk84RT16k%3D&reserved=0).
  2. As part of the governance of research the University has developed [Ethical Guidance for Undertaking Research with Babies, Children, and Young People](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.edgehill.ac.uk%2Fdocument%2Fresearch-ethics-policy%2F&data=05%7C02%7Cfay.sherrington%40edgehill.ac.uk%7Cbf14c13db8cd47d4c66808dc15e6bbee%7C093586914d8e491caa760a5cbd5ba734%7C0%7C0%7C638409327936647416%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=0SxU0zqsA1YYpDzbOXrcX%2BJKQpJ%2Fy4BJG1%2Fk84RT16k%3D&reserved=0) and [Ethical Guidance for Undertaking Research with Vulnerable Adults](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.edgehill.ac.uk%2Fdocument%2Fresearch-ethics-policy%2F&data=05%7C02%7Cfay.sherrington%40edgehill.ac.uk%7Cbf14c13db8cd47d4c66808dc15e6bbee%7C093586914d8e491caa760a5cbd5ba734%7C0%7C0%7C638409327936647416%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=0SxU0zqsA1YYpDzbOXrcX%2BJKQpJ%2Fy4BJG1%2Fk84RT16k%3D&reserved=0).
  3. The research proposal should make explicit how the study will adhere to good practice and governance when undertaking research with children or adults at risk, and include a risk assessment.  Risk assessments should clearly identify potential risks to participants and researcher, and include an action plan detailing what steps will be taken to mitigate risks.
  4. Where research is planned on issues where security-sensitive, radical or extreme material is relevant (e.g. in relation to Prevent or Counter Terrorism), the research must be conducted in accordance with [the Policy on researching and handling sensitive material](https://www.edgehill.ac.uk/document/policy-on-researching-and-handling-sensitive-material/).

By following the policy it enables the University to ensure that research into radical or extreme material is carried out appropriately, and with due regard to Safeguarding the individual and others.

## Training, Development and Support

* 1. Edge Hill University is committed to providing a range of support, training, development and guidance to raise awareness of child protection and safeguarding issues, ensuring all members of the community understand their responsibilities in relation to safeguarding and the reporting of any concerns.
  2. The requirements for staff training and development are detailed in Annex C. Undertaking this training helps to ensure that all staff required to respond to safeguarding issues are skilled to do so.
  3. The DSOs will normally meet as a group at least once per year. This may be for specific training, to share good practice and/or to consider further developments in policy and procedure.
  4. Students, apprentices or trainees who come into contact with children or adults at risk will receive appropriate safeguarding training via the taught curriculum for their programme of study.

## Assessment and Management of Risks

* 1. It is the duty of the relevant member of the Directorate Management Group to ensure that a risk assessment is conducted before any new activity is embarked upon that involves any form of contact with children, or adults at risk. A risk assessment must also be conducted before admitting or employing any individual under 18 years of age (applies to all including staff, students and volunteers).
  2. All those involved in the undertaking of risk assessments should be aware that the assessment is not only a way to ameliorate, mitigate or remove any potential risks, but may also be a prompt to consider alternative working practices.
  3. When completing risk assessments related to contact with children or adults at risk, advice can be obtained from any of the DSOs. Staff are recommended to seek advice from one of the Lead Safeguarding Officers when any new activity is undertaken where there is signifcant contact with these groups.
  4. If an activity is undertaken in conjunction with another organisation, there must be a written agreement as to whose responsibility it is to undertake the risk assessment and both parties should have copies.
  5. All staff and students that intend or may be tasked with working with children or adults at risk, should ensure that they understand the implications of this policy before commencing any activity.
  6. In order to support the assessment of risks outside the University environment, the University will comply with its statutory duty and provide relevant information or make a referral to the Local Authority Designated Officer (LADO), the DBS and any appropriate PSRBs. If necessary, this will include information in relation to any individuals including staff, volunteers and students who have resigned from or left the University following misconduct or concerns being raised with regards to their suitability to work with children or adults at risk.

## Contractors working on University Premises

* 1. A range of external contractors and companies will have legitimate business on University premises. The University will ensure that contractors are appropriately selected in accordance with the University’s Contractor Management Policy.
  2. The contractor is responsible for ensuring that staff working on University premises have been recruited appropriately to the role they are undertaking, and that DBS checks have been carried out where required for all appropriate roles in accordance with the eligibility criteria.
  3. Any staff working for a contractor whose role gives them contact with children or adults at risk in the course of their duties for the University will be made aware the Safeguarding Policy and procedures of the University. They will be required to adhere to these procedures and may be required to attend appropriate training.

## Individuals under the age of 18

* 1. As part of University business, members of the community may come into contact with individuals under the age of 18. In the majority of cases, any risk will be assessed and managed as per sections 4, 5 and 6 of the policy above. However there may be a small number of situations where an application is received from a prospective student who is under 18 years of age.
  2. In line with obligations under the Equality Act 2010, Edge Hill University will admit students to courses based on meeting a minimum academic achievement and will not discriminate based on age. For the safety and wellbeing of any students admitted under the age of 18 years, the University will put support in place for those individuals.
  3. Admission requirements and support of students under 18 years of age is outlined in the Admission Policy and repeated below.
  4. Applications received from a prospective student who will be under the age of 18 on the start date of their programme will be considered on a case-by-case basis by the Admissions team and the Head of Department for the chosen programme.
  5. Given the themes involved or the requirement for placements to be undertaken, some programmes will be deemed unsuitable for someone under the age of 18.
  6. If an offer is made, a risk assessment with the applicant will be undertaken via Student Services, which will involve liaising with the applicants’ parent(s) or guardian(s). An applicants’ parent(s) or guardian(s) must provide their acceptance of the arrangements detailed in the risk assessment via a consent form prior to commencement of the programme of study.
  7. There is no legal obligation for a child protection file to be transferred once a student is no longer part of the school system. However, once a student under the age of 18 becomes registered at the University (and where they have been to school or college within the UK), a DSO will contact the designated safeguarding lead at the previous school or college. They will request any relevant Safeguarding information that the safeguarding lead believes it is appropriate to share with the University, and the decision on what can be shared will be the responsibility of the previous school or college.

If information is received by the University, the DSO will consider any actions that are required, and whether it is appropriate to share the information with key staff (e.g. other DSOs, key department staff, and staff within Student Services).

* 1. Edge Hill University IT facilities are provided primarily for the use of those aged 18 and over and the IT Acceptable Use Policy provides all users with guidance on how IT and internet facilities are to be used. Students can access additional IT information, guidance and support via the Catalyst Help Desk.
  2. Supervisors, facilitators and/or Schools Liaison staff will have a responsibility to ensure that any young people using the University IT and internet facilities, as part of their activities/programme, do so safely and only for the purposes intended within the activity being provided.

## Activities and Events

* 1. All events will require the completion of a risk assessment, and this must cover Safeguarding risks where relevant. All event organisers must also comply with any requirements under the University Freedom of Speech Policy and Code of Practice.
  2. A number of the University’s facilities are hired by external organisations for use in events that may involve children or adults at risk. It is expected that external organisations will have their own safeguarding policies and procedures in place and will take full responsibility for the safeguarding of individuals involved in any related activities. Whilst on University premises, external organisations are also expected to have due regard to this policy and any other relevant policies and procedures.
  3. In the event that external organisations receive a Safeguarding concern whilst using the University’s premises or facilities, a University DSO must be informed to enable the University to follow this policy and make any appropriate referrals.
  4. Where a University-led activity is hosted by another organisation within non-University facilities, University staff should familiarise themselves with the host organisation’s Safeguarding Policy and related procedures. This policy will normally take precedence, but further action may still need to be taken under the host’s policy.

## The Prevent Duty

* 1. The Prevent duty requires specified authorities (including Universities) to help prevent the risk of people becoming terrorists or supporting terrorism. The UK government has delegated the function of monitoring authority for Universities to the Office for Student (OfS).
  2. The University has assigned the Lead Safeguarding Officer with the role of Prevent Lead, and will consider Prevent duties in line with long-established safeguarding duties.
  3. In the event that a member of the University community is concerned that an individual is exhibiting extremist beliefs or behaviours and/or that they are at potential risk of being radicalised, they must share these concerns as per the Safeguarding procedure described in section 12 below.
  4. The DSOs dealing with the case will always discuss and agree any decision in relation to a potential Prevent referral with the Prevent Lead.

## Safeguarding Procedure

* 1. Any concern or allegation regarding (or disclosure by) a child or adult at risk should be reported immediately to one of the DSOs or to the Student Wellbeing team in Student Services.

Members of the community should be aware of the types of issues that need to be reported following their induction and training, but Annexes D and E provide further details on the signs of abuse and radicalisation.

* 1. If a student becomes aware of a safeguarding allegation or concern, or wishes to disclose a situation known to them, they can report this to any member of staff within Student Services or to one of their Faculty DSOs. They can also use any existing processes for reporting concerns as determined by their Faculty. Students may also wish to report via the online Let Us Know tool.
  2. Third parties should report any concerns or allegations relating to members of the University community to a University Safeguarding Officer as listed on the [University website](https://www.edgehill.ac.uk/safeguarding/).
  3. It is important to report any concern promptly and not to assume that someone else will have reported it. Even when a person believes that authorities are already aware of a concern, they are still required to report it so that this can be confirmed officially.
  4. Before taking further action, the DSO will first establish that the person identified as potentially being at risk meets the definition of being a child or adult at risk. If these definitions are not met but the person identified requires support, they will be referred to the appropriate internal or external services.
  5. If the definition in 12.5 is met, the DSO will review the information provided and gain any other relevant information. The DSO will discuss the case with a Senior DSO and together they will make a decision on appropriate next steps. Where the concerns relate to a member of staff, a representative from HR will be involved in the decision.
  6. The DSO and Senior DSO will take appropriate steps in relation to the safeguarding concern which could include one or more of the following:
  + To offer support to the individual via internal services, or refer to external support.
  + To consult with internal colleagues (which may include bringing relevant people together for a case conference).
  + To conduct a risk assessment.
  + To liaise with external partners to gain or share information (this could include a placement provider, an apprentice employer, a LADO and/or the DfE Regional Prevent Coordinator).
  + To contact the police.
  + To make an external referral (this could include a referral to the relevant LADO, the DBS and/or to a PSRB).
  + To refer the case to the Prevent Lead for them to make a decision on whether a Prevent referral is required.
  1. Accurate records will be kept in relation to all safeguarding concerns that are raised.
  2. When the decision of the DSO and Senior DSO is challenged or believed not to be sufficient or appropriate, the case will be referred to 2 alternative DSOs who were not involved in the original decision. The alternative DSOs will be provided with all the evidence and will make their own decision on the appropriate next steps.

Where the alternative DSOs’ decision differs from the original, the case will be referred to the Lead Safeguarding Officer (when they are not an original decision maker) or to the Pro Vice-Chancellor (Student Experience). They will consider the 2 different outcomes and determine the appropriate course of action for the University to take. Their decision will be final.

* 1. Any safeguarding concerns involving any of the DSOs should be taken to the Pro Vice-Chancellor (Student Experience). Where a Safeguarding concern is raised about an individual more senior than the DSO, they will escalate the concerns as appropriate.
  2. Any staff or students coming forward are protected under the University's Whistleblowing policy.

## Reporting a Concern Out of Hours

* 1. If a Safeguarding issue occurs out of hours (i.e. when the DSOs will not ordinarily be in work) then consideration should be given as to whether anyone is currently at immediate risk of harm.
  2. If there is concern that someone is at immediate risk of harm, emergency services should be called using 999 for the police or ambulance as appropriate. Contact should also be made with Campus Support on 01695 584227 so this can be officially recorded on the university reporting system. Campus Support staff will decide whether it is necessary to contact other senior staff at the University or whether this can wait to be followed up the next working day.
  3. Where there is not a concern that anyone is at serious risk of harm then the report should be made to a DSO the next working day. However, it is advisable for an individual to make brief notes at the time of the decisions taken, so that these are up to date and available if needed.

## Monitoring and Review

* 1. This Safeguarding Policy will be reviewed every three years, or when there is a significant change in legislation or the work of the University which requires further updates to be made. The Annexes to this policy may be reviewed and amended more frequently if required.
  2. Monitoring of the work of the University in relation to Safeguarding and Prevent will be formally reported through to the Board of Governors, via Directorate, on an annual basis.

# Key to Relevant Documents

There are a number of other University policies and procedures that may be relevant to consult when dealing with a Safeguarding Concern. These include but are not limited to:

* [Recruitment & Selection Policy](https://wiki.edgehill.ac.uk/display/humanresources/Forms,+Policies+and+Documents) (staff only)
* [Admissions policy](https://www.edgehill.ac.uk/document/admissions-policy/) (students only)
* [Acceptable Use Policy](https://www.edgehill.ac.uk/document/acceptable-use-policy/) (IT)
* [Social Media Compliance Policy](https://www.edgehill.ac.uk/document/social-media-compliance-policy/)
* [Applicant/Student Disclosure and Barring Service (DBS) information](https://www.edgehill.ac.uk/departments/support/admissions/dbs/#:~:text=You%20will%20be%20asked%20to%20declare%20that%20you%20are%20not,with%20children%20when%20you%20enrol.&text=Edge%20Hill%20are%20required%20to,by%20the%20Secretary%20of%20State.)
* [Relationships Involving Colleagues, Students and Close Personal or Business Associates](https://www.edgehill.ac.uk/document/relationships-policy/)
* [Freedom of Speech Policy and Code of Practice](https://www.edgehill.ac.uk/document/freedom-of-speech-and-code-of-practice/)
* [Research Ethics Policy](https://www.edgehill.ac.uk/document/research-ethics-policy/)
* [Ethical Guidance for Undertaking Research with Babies, Children, and Young People](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.edgehill.ac.uk%2Fdocument%2Fresearch-ethics-policy%2F&data=05%7C02%7Cfay.sherrington%40edgehill.ac.uk%7Cbf14c13db8cd47d4c66808dc15e6bbee%7C093586914d8e491caa760a5cbd5ba734%7C0%7C0%7C638409327936647416%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=0SxU0zqsA1YYpDzbOXrcX%2BJKQpJ%2Fy4BJG1%2Fk84RT16k%3D&reserved=0)
* [Ethical Guidance for Undertaking Research with Vulnerable Adults](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.edgehill.ac.uk%2Fdocument%2Fresearch-ethics-policy%2F&data=05%7C02%7Cfay.sherrington%40edgehill.ac.uk%7Cbf14c13db8cd47d4c66808dc15e6bbee%7C093586914d8e491caa760a5cbd5ba734%7C0%7C0%7C638409327936647416%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=0SxU0zqsA1YYpDzbOXrcX%2BJKQpJ%2Fy4BJG1%2Fk84RT16k%3D&reserved=0).
* [Policy on Researching and Handling Sensitive Material](https://www.edgehill.ac.uk/document/policy-on-researching-and-handling-sensitive-material/)
* [Recruitment of Ex offenders policy and procedure](https://wiki.edgehill.ac.uk/pages/viewpage.action?spaceKey=humanresources&title=Forms%2C+Policies+and+Documents) (staff only)
* Operation of Criminal Conviction Panels (students only). See Appendix 18 of the relevant [Academic Regulations](https://www.edgehill.ac.uk/guide/student-terms-and-conditions/).
* [Whistleblowing Policy](https://www.edgehill.ac.uk/document/whistleblowing-policy/)
* [Institutional Health and Safety Policy](https://www.edgehill.ac.uk/document/institutional-health-and-safety-policy/)
* [Risk Assessment Procedure](https://wiki.edgehill.ac.uk/display/ore/Policies+And+Procedures) (internal only)

There are also further relevant policies and procedures which are not related to Safeguarding children or adults at risk but relate to similar topics. These include but are not limited to:

* [Bullying, Harassment and Hate Crime Policy](https://www.edgehill.ac.uk/document/bullying-harassment-and-hate-crime-policy/)
* [Domestic Abuse Policy](https://www.edgehill.ac.uk/document/domestic-abuse-policy/)
* [Sexual Misconduct Policy](https://www.edgehill.ac.uk/document/sexual-violence-policy/)
* Fitness to Practise Procedures. See Appendix 17 of the relevant [Academic Regulations](https://www.edgehill.ac.uk/guide/student-terms-and-conditions/).
* Support to Study Procedure. See Appendix 16 of the relevant [Academic Regulations](https://www.edgehill.ac.uk/guide/student-terms-and-conditions/).
* [Research Degree Regulations](https://www.edgehill.ac.uk/document/research-degree-regulations/): Schedule G - Research Degree Support to Study Procedures

Other relevant resources:

* [Let Us Know](https://www.edgehill.ac.uk/departments/support/studentservices/let-us-know/) – online reporting tool.
* [Critical Incident Support pages](https://www.edgehill.ac.uk/departments/support/studentservices/critical-incident-support/)
* Supporting Staff to Support Students Toolkit – [Safeguarding and Prevent](https://www.edgehill.ac.uk/departments/support/studentservices/supporting-staff-to-support-students/prevent/)

# Annexes

1. Roles and Responsibilities
2. Safe Recruitment and Selection
3. Staff Training and Development
4. Signs of Abuse
5. Signs of Radicalisation

# Endmatter

| Title | Safeguarding Policy |
| --- | --- |
| Policy Owner | Director of Student Services |
| Policy Manager | Student Services Compliance Officer |
| Approved by | Board of Governors |
| Date of Approval | February 2024 |
| Date for Review | November 2027 |