

March 2022

## **General Policy Statement GPS3**

### **Safeguarding Policy**

#### **1. Introduction**

- 1.1 Middlesex University is committed to providing a safe and secure environment for all students, employees and individual visitors who access its facilities and services.
- 1.2 This policy is intended to give a framework for members of the University and contractors in the event that a safeguarding issue arises and to provide a framework to help the University prevent and respond appropriately to significant harm, abuse and exploitation.
- 1.3 A Safeguarding Board has been established to oversee safeguarding at Middlesex University. The Chair of Safeguarding board has strategic responsibility for safeguarding at Middlesex University and works in close collaboration with the Lead Safeguarding Officer who has operational responsibility for safeguarding at Middlesex University.
- 1.4 This policy applies to the Hendon campus only.

#### **2. Statutory duty**

2.1 In accordance with UK law, the University has a statutory duty to have measures in place to protect and promote the wellbeing, health and safety and equal opportunities of all its students. This policy has been developed and reviewed with consideration of the legal framework, as specified below.

- General Data Protection Regulation (GDPR) 2018
- Counter Terrorism and Security Act 2015
- Modern Slavery Act 2015
- Children and Families Act 2014
- Care Act 2014
- Protection of Freedoms Act 2012
- Equality Act 2010
- Education and Skills Act 2008
- Safeguarding Vulnerable Groups Act 2006
- Mental Capacity Act 2005
- Data Protection Act 1998
- Freedom of Information Act 2000
- Law of Confidentiality

2.2 Although there is no legislation in the area of safeguarding that is directed specifically at higher education institutions, the University has a duty to ensure that its policies and procedures are in line with the requirements of the following legislation:



education colleges, student placements in care homes and nurseries, and non-students temporarily on campus e.g. during open days or graduation.

3.3 Before a member of the University undertakes any of the below regulated activities with a child, young person or adult at risk, suitable disclosure and vetting procedures should be followed, principally through checks under the Disclosure and Barring Service (DBS). The below activities may increase the vulnerability of a child, young person or adult at risk of experiencing significant harm, abuse or exploitation.

- Healthcare
- Personal care
- General household matters e.g. with cash, bills and/or shopping
- Conducting their own affairs
- Transport to a place where they will receive healthcare, personal care or social care.

3.4 All representatives from external organisations working with the University are required to ensure that appropriate safeguards are in place to permit them to work with children, young people and adults at risk. A risk assessment therefore must be completed before any student attends any form of work placement, including apprentices, visits and

4.4

to minimise the risks of harm to all students and children, young people and adults at risk engaged in university activity.

6.2 The University acknowledges its particular responsibility to safeguard the wellbeing of children, young people and adults at risk and its wider duty of care to protect the wellbeing of all its students.

6.3 The University is committed to providing a safe and secure environment for all who access its campus, facilities and services.

6.4 The University is committed to ensuring that everyone who works at Middlesex University understands their safeguarding responsibilities and is provided with the training, resources and guidance to fulfil their duty of care. These responsibilities are detailed in the Safeguarding Manual and explored further in the Safeguarding at Middlesex online training course.

6.5 All university members are expected to act on any safeguarding concerns in a timely fashion,

- Ensuring data is used intelligently to prevent future incidents;
- Ensuring that information is shared appropriately.

7.2 The appointment of a Deputy Safeguarding Officer may be nominated to deputise for the Lead Safeguarding Officer and the appointment of Designated Safeguarding Officers (DSOs) as appropriate.

7.3 The University, through DSOs, will train and supervise university members, as appropriate, to adopt best practice to safeguard all students and protect children, young people and adults at risk from significant harm, abuse and exploitation and to minimise risk to themselves. This includes providing adequate information on this policy as part of the induction process for any new university members.

7.4 Line Managers and Heads of Departments have a duty to ensure adequate training is undertaken and information provided.

7.5 A Safeguarding Board will be maintained to oversee 3Td(as).c 0.007 Tw 0.261 0 Td(A)2 ( S)1.9 (a)10.c

## 9. Safeguarding procedure

9.1 This policy should be read in conjunction with the below and in particular Middlesex University's Safeguarding Manual which provides best-practice guidance for all staff to recognise, respond and report safeguarding concerns.

- Safeguarding at Middlesex online training course (February 2020)
- Safeguarding Manual (February 2020)
- Care and Concern Framework and Procedure (May 2019)
- Code of Practice - Student Work placement
- Staff Disciplinary Procedure (May 2016)
- Staff Code of Conduct – Working Together
- Policy on Consensual/personal relationships between staff and students (November 2011)
- Computer Use Policy for Staff (February 2014)
- Data Protection Policy (June 2018)
- Equality and Diversity Policy (May 2013)
- Information Sharing Policy (May 2016)
- Information Sharing Code of Practice for Cause for Concern and Safeguarding (October 2018)

10.4 An “adult at risk” is defined 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 themselves or unable to protect themselves against significant harm, abuse or exploitation. A person can have a disability but be perfectly able to look after themselves. If that disability, illness or condition were to mean that the individual were unable to look after themselves independently, and thus were more at risk of significant harm, abuse or exploitation, then they would be defined as an adult at risk.

Safeguarding Board February 2022

*(This policy is due for review in February 2025)*