

<b>MANAGEMENT HEADER</b>			
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Author	Head of HR – Operations and Systems		
Authorised By:	VCB		
Implementation By:	HR and Student and Campus Life Services		
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I have carried out an equality impact assessment screening to help safeguard against discrimination and promote equality.			<input type="checkbox"/>
I have considered the impact of the Policy/Strategy/Procedure ( <i>delete as appropriate</i> ) on the Welsh language and Welsh language provision within the University.			<input type="checkbox"/>

### **Safeguarding Children and Protection of Vulnerable Adults Policy**

#### **STATEMENT OF INTENT**

1.1 Wrexham University believes that it is unacceptable for a child or young person<sup>1</sup> to experience abuse of any kind and recognises its responsibility to safeguard the welfare of children within the University community and those who come into contact with University activities. (It should be noted that the policy and the associated procedures also apply to the Protection of Vulnerable Adults<sup>2</sup>.) In order to do so it will ensure:

- All staff are made aware of their responsibilities in relation to safeguarding.

<sup>1</sup> The words child/children are used throughout the policy. These refer to children, young people (normally under 18 and vulnerable adults.

<sup>2</sup> Vulnerable adults includes looked after persons, those in social care or recently leaving care and those in custody or on probation under the age of 25.

- Robust procedures are in place for dealing with concerns, allegations or disclosures of abuse or vulnerability to radicalisation.
  - Training or guidance is provided to all staff in safeguarding, including the recognition of abuse, neglect and vulnerability to radicalisation.
  - Appropriate checks of all staff, and volunteers who engage in regulated activity with children under the age of 18 and vulnerable adults
- 1.2 An approach to safeguarding aimed at reducing risk and promoting safety across the University.
- 1.3 The policy is reviewed regularly and continues to meet the expectation of relevant guidance and legislation including; Prevent Duty Guidance for England and Wales (2015); Counter Terrorism and Security Act (2015); Co-operating where appropriate with those bodies that have duties under the Children Act 1989, 2004 & 2006; Safeguarding Vulnerable Groups Act 2006.
- 1.4 We recognise that we have a fundamental responsibility to provide an environment in which individuals of all ages, whether staff, student, apprentice or visitor, may work, learn and develop in a safe environment.
- 1.5 This policy goes beyond the University's basic legal obligations and seeks to reflect general safeguarding guidance and good practice relating to the higher education sector.

## **SCOPE**

- 2.1 These procedures set out the arrangements the University has put in place to safeguard children (i.e. under 18 years old) and/or vulnerable adults (defined as "vulnerable adults" in accordance with UK legislation currently in force) within the University community.
- 2.2 The University's approach reflects the legislative context and also takes account of relevant guidance and good practice relating to the education sector. The following issues and activities are within the scope of this policy:
- 2.2.1 Outreach and recruitment activities involving children or vulnerable adults
  - 2.2.2 Work placements involving children or vulnerable adults

(including in Faculties / operational departments) including Turing and Taith placements

- 2.2.3 The admission of students under the age of 18 at the date of enrolment
- 2.2.4 University accommodation for students under the age of 18 at the date of taking up residence
- 2.2.5 Student support and services
- 2.2.6 Sports facilities
- 2.2.7 Activities in Schools
- 2.2.8 Little Scholars
- 2.2.9 Xplore!
- 2.2.10 Staff employment issues

The University's policy is supported by a series of operating procedures relating to the above activities.

- 2.3 The policy provides guidance on our internal procedures but acknowledges that it may be appropriate in certain circumstances to report safeguarding concerns about children or Adults at Risk to a range of external agencies.
- 2.4 The University recognises that young people can be at risk of being drawn into extremist ideologies which can lead to a risk of radicalisation. In the context of University Safeguarding Policy, the risk of being drawn into extremist ideologies and radicalisation is considered to be a significant safeguarding concern which is of equal weight alongside other forms of abuse and mistreatment of children and Adults at Risk. A safeguarding concern of this nature would also fall within the scope of Prevent and both report via the [Safeguarding and Prevent referral form](#)

## **IDENTIFYING SAFEGUARDING CONCERNS**

Key Principles:

- 3.0 The University will take all safeguarding concerns including suspicions and allegations of exploitation, harm or abuse (including radicalisation) seriously and will report concerns promptly.
- 3.1 The University will ensure that processes are in place to check the suitability of staff and students whose duties and responsibilities involve regular contact or supervision of children or adults who may be vulnerable.

- 3.2 The University will ensure that appropriate suitability checks are carried out in relation to staff and students including criminal record checks and other checks where appropriate. Details of these processes and checks can be found in the University's Disclosure & Barring Service (DBS) Procedure and the Recruitment and Employment of Ex-Offenders Policy Statement.
- 3.3 Safeguarding referrals to the relevant statutory authority will be made on the basis of identified and considered risk.
- 3.4 University staff dealing with students or staff who are subject to safeguarding concerns will consider what support may be offered to them both from within the University (e.g. HR Department for staff and Student and Campus Life for students) and externally (e.g. signposting to local GPs, mental health services or Occupational Health (if they are a member of staff)).
- 3.5 Research which involves children or vulnerable adults must comply with the University's Research Ethics Procedure. DBS checks will be conducted in relation to individuals involved in such research where permitted by law. Guidance on this may be sought from the relevant Chair of the Research Ethics Committee.
- 3.6 It is not possible to guarantee confidentiality when a safeguarding concern is reported because the University owes a duty of care toward its staff, students or visitors and the University may need to take action on receipt of a report of a safeguarding concern that may result in the same being reported to an external third party. However, any reports will be dealt with sensitively and only disclosed to those people who need to be made aware of an incident or concern, whether internal or external to the University.

## **WHAT IS A SAFEGUARDING CONCERN?**

Examples of safeguarding concerns include, but are not limited to:

- 4.0 A child or adult raises an allegation of abuse, harm or other inappropriate behaviour.
- 4.1 A student or staff member discloses information involving themselves or others which gives rise to possible concerns that a potential perpetrator may be harming or abusing vulnerable individuals or children involved in University activities.

- 4.2 There are suspicions or indicators that a child or adult is being abused or harmed or is at risk of exploitation, harm or abuse (including radicalisation). The indicators of abuse or harm or risk of abuse or harm or radicalisation can be very difficult to recognise and it is not a staff member's responsibility to decide whether a child or adult has been abused or harmed or subjected to abuse or harm, but only to raise concerns that they may have.
- 4.3 There are observable changes in a child or adult's appearance or behaviour that may be related to exploitation, harm or abuse (including radicalisation).
- 4.4 A concern is raised that an individual presents a risk of abuse or harm towards a child or adult in relation to, for example, his/her criminal convictions, or downloading, possession or distribution of inappropriate images or extremist material.
- 4.5 Concerns arise that a student or member of staff is vulnerable to radicalisation and there is an identifiable risk of being drawn into terrorism.

#### **RETENTION OF INFORMATION**

- 5.0 The University complies with the principles of the General Data Protection Regulations and the Data Protection Act 2018 in the way that it retains and disposes of personal information.
- 5.1 Written records of any safeguarding concerns will be retained for as long as is necessary for the purpose for which it was obtained or as legally required or lawfully permitted.
- 5.2 Such written records will be held centrally on Target Connect for Student cases and Case Management on iTrent for Staff cases.

#### **TRAINING**

- 6.0 All staff and students whose roles and responsibilities include regular contact with children and potentially vulnerable individuals will receive training and guidance appropriate to their role. All staff will be made aware of this Policy and procedure and related guidance.

#### **REVIEW OF POLICY AND PROCEDURE**

- 7.0 SLT will review this policy and procedure every three years and is

responsible for overseeing and updating it particularly with respect to the legal obligations and other external requirements.

- 7.1 Equality issues have been taken into account during the development of this policy and all protected characteristics have been considered as part of the Equality Analysis undertaken
- 7.2 Compliance with Welsh Language Standards and the provision of the Welsh language within the University has been taken into account during the development of this policy

## **GUIDANCE**

- 8.1 This policy provides the overall framework and scope regarding the University approach to safeguarding children and Adults at Risk. The accompanying documents provide detailed guidance on safeguarding roles, processes and procedures. However support and specific advice relating to the implementation and duties under this policy can be provided by the University Designated Safeguarding Leads.