

Safeguarding and Prevent Policy

Policy Ref _____	Policy Owners - Security and Conduct Manager/Student Support Services Manager
Approving Body VCEG _____	Executive Lead - Director for Students
Date Approved 25 September 2019	

Policy Statement

The Royal Agricultural University is committed to providing a safe and secure environment for all staff, students and visitors, adopting a risk based approach to safeguarding including our obligation under the Prevent Duty to have due regard to prevent people from being drawn in to terrorism.

The main aims of this Policy are to ensure that staff are fully engaged in being vigilant about raising awareness and ensure that we work alongside other professional bodies and agencies to ensure that our staff, students and visitors are safe from harm.

For the purpose of this Policy;

Any mention of “safeguard” and/or “safeguarding” will include where applicable the University’s commitment and obligation to the Prevent Duty, details of which can be found at:

<https://www.gov.uk/government/publications/prevent-duty-guidance>

Young people are regarded as any person aged 17 or under.

A vulnerable adult shall be regarded as:

- a) an individual over the age of 18;
- b) who lacks the capacity to take care of him or herself (i.e. at risk of neglect); and/or
- c) who may be unable to keep him or herself safe from the risk of significant harm, abuse or exploitation, including the risk of radicalisation or being drawn into terrorism.

Scope

This Policy sets out the Royal Agricultural University’s approach to Safeguarding and the Prevent Duty and applies to all staff, students and visitors to the University.

The activities of University staff and students taking place away from University sites will also fall within the Policy’s scope if they are undertaking activities that are authorised by the University. This also includes all activities organised by the RAUSU.

Relevant Legislation/Guidance

Children Act 2004
Education Act 1994
Further and Higher Education Act 1992
The Data Protection Act 2018 (inc GDPR 2018)
Human Rights Act 1998
Counter Terrorism and Security Act 2015
HM Government Prevent Duty Guidance for HE Institutions in England and Wales
Office for Students Prevent Duty Monitoring (Sept 2018)
Office for Students Prevent Duty Framework for monitoring (2018-2019)
Safeguarding Vulnerable Groups Act 2006

Policy Details

The Royal Agricultural University wishes to adopt the highest standards and take all reasonable steps in relation to the health, safety and wellbeing of students, staff and visitors to our campus.

The purpose of the Policy is to assist the University in discharging its duties and commitments in respect of safeguarding young people and vulnerable adults in University-led activities fully, effectively and in accordance with statutory guidance.

Together with its related procedures the Policy aims to:

- Provide a safe environment for all during University-led activities;
- Raise awareness of issues relating to the welfare of young people and vulnerable adults and promote their welfare;
- Provide staff, students, governors, volunteers, and third parties working for or with the University (or undertaking activity on its premises) with procedures they should follow, including those they should adopt in the event of incidents involving young people and/or vulnerable adults and/or if they suspect that a member of one of these groups may be experiencing, or is at risk of harm;
- Provide guidance on good practice for working with young people and vulnerable adults.

Recruitment, Selection and Training

The Royal Agricultural University will take appropriate steps in relation to the recruitment of relevant staff, students and volunteers (through conducting appropriate recruitment checks), to ensure that unsuitable people are prevented from working with those under the age of 18 and vulnerable adults.

The University will endeavor to safeguard young people and vulnerable adults by adhering to the following:

- On application, all staff, students and volunteers will be asked to disclose all unspent convictions as per the Staff Recruitment Policy and Students

Admissions Policy.

- Enhanced DBS (Enhanced Criminal Record Check) will be carried out for all appropriate staff, students and volunteers working with those under the age of 18 and vulnerable adults. Please refer to Safeguarding Procedures.
- To carry out a detailed assessment and management of risks for all relevant provision and activities. Please refer to Safeguarding Procedures.
- Clearly identify roles and responsibilities for safeguarding within the University community.
- Be alert to potential indicators of harm, abuse or neglect, acting on and recording any allegations made.
- Provide training and guidance to raise awareness of child protection and safeguarding issues, ensuring staff, students and volunteers understand their responsibilities in relation to safeguarding and the reporting of any concerns.
- Ensure that individual risk assessments are put in place for admissions of students under the age of 18.

Where risk assessments have identified that staff, student employees or volunteers are likely to have regular contact or encounters with young people or vulnerable adults, rigorous checks into their eligibility will be undertaken. Such processes will be compliant with the University's Recruitment and Selection Policy.

External Organisations Hiring University Facilities for the Provision of Activities for Young People or Adults at Risk

In accepting bookings from external organisations hiring university facilities for the provision of activities for young people or adults at risk the University will satisfy itself (as far as it is reasonably able) that the organisation and the specific event have adequate safeguarding provision. Please refer to Safeguarding Procedure.

Details of the University's Safeguarding Procedures can be found at:

<https://www.rau.ac.uk/sites/files/rau/Safeguarding%20and%20Prevent%20Procs%202019.pdf>

Dealing with Concerns of Radicalisation (Prevent Duty)

The duty to protect young people and adults from harm extends to protecting them from involvement in groups which set out to radicalise individuals.

Radicalisation refers to the process by which a person comes to support terrorism and forms of violent extremism leading to terrorism.

Within the government's Prevent Strategy, universities have been identified as potential sites for radicalisation and university leaders have been asked to work in partnership with the regional Prevent coordinators, local authorities and the Police to minimise the risks of individuals becoming radicalised. Whilst it is recognised that no single measure will reduce radicalisation, it is believed that the only way is to target potential at risk vulnerable groups and individuals and try to re-assimilate them into society. As a consequence of this:-

A member of the University's Senior Leadership Team will attend the Gloucestershire Prevent Board on a quarterly basis to share relevant information in support of the National Prevent Strategy aimed at stopping people becoming or supporting terrorists or violent extremists. Chaplaincy and Pastoral support is available to provide support to all students.

The University will carry out risk assessments to assess where and how our students might be at risk of being drawn into terrorism and work in conjunction with other institutional polices to ensure the welfare of staff students and guests is maintained. From the findings of any risk assessment, the University will then develop an Action Plan, which will set out the actions we will take to mitigate identified risks.

Staff members will receive relevant annual training in order that they receive sufficient knowledge to recognise vulnerability to being drawn into terrorism and what actions should be taken in response. The Governing Council members will also receive annual training to ensure they are fully conversant with their legal responsibilities.

A Freedom of Speech Policy is in place relating to the management of events on Campus and all its buildings and grounds. The policy relates to all staff, students and visitors to the University and clearly sets out what is required for any event to proceed, yet balance our legal duties in terms of both ensuring freedom of speech and academic freedom and protecting student and staff welfare. The commercial Services Team will complete a Prevent Risk Assessment Form for every event. Details of the Freedom of Speech Policy can be found at:
[Code of Practice on Freedom of Speech.pdf](#)

IT policies will contain specific reference to the statutory duty.

More detailed information regarding the Prevent Duty can be found at:
<https://www.gov.uk/government/publications/prevent-duty-guidance>

Responsibilities

Safeguarding is everyone's responsibility. 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 young people and adults at risk. All staff are responsible for reporting any safeguarding concerns to one of the Designated Safeguarding Officers. A list of the Safeguarding Officers can be found at:
<https://www.rau.ac.uk/sites/files/rau/Safeguarding%20and%20Prevent%20Procs%202019.pdf>

The University has a whistleblowing procedure, which should be followed if anyone has suspected wrongdoing by any of the Safeguarding Officers.

- The Vice-Chancellor's Executive Group (VCEG) has overall responsibility for the effective implementation of this policy across the University.
- The Director for Students has specific responsibility for Safeguarding and will be accountable for the institutional Safeguarding and Prevent Policy and associated Procedures.

- As set out in HR procedures, the Vice-Chancellor (or her nominated VCEG deputy), in conjunction with a line manager, have powers to suspend staff pending investigations for a safeguarding issue. If a suspension is urgently needed during the evenings or at weekends, the duty VCEG member can sanction the suspension.
- The Student Support Services Manager and the Security and Conduct Manager will act as the Lead Safeguarding Officers in their respective roles.

Also with responsibilities are the designated safeguarding officers, head of Human Resources, safeguarding group and all heads of school. Specific responsibilities of which can be found at:

<https://www.rau.ac.uk/sites/files/rau/Safeguarding%20and%20Prevent%20Procs%202019.pdf>

Other Related Policies/ Procedures

The University has in place various policies and procedures, which are all of relevance to the implementation of the Safeguarding and Prevent Policy. These include, but not limited to;

Safeguarding Procedures	Information Security Policy
Prevent Duty	Admissions Policy
Student and Staff Codes of Conduct	Equality, Diversity and Inclusion Policy
Drugs and Alcohol Policy	Whistle Blowing Procedure
Health and Safety Policy	GDPR (2018) Policy
Freedom of Speech Policy	IT Acceptable Use Policy

Consequences

Loss of Trust	Reputational Damage
Serious Harm	Formal Action taken by the OfS
Disciplinary Action	Loss of Funding/Financial Penalties (OfS)

Review

This Policy will be reviewed every two years.