

Exeter College Safeguarding and Protection

Statement of Relevant Policies and Procedures

1. Introduction

This document sets out the organisational structures, policies and procedures that Exeter College has put in place to seek to try and create a safe and respectful environment for everyone who comes into contact with the College, including the College's statutory Safeguarding duty. It also seeks to establish a framework to assist the College in avoiding causing unjustified harm to individuals either directly by its activities, or indirectly by failing to recognise or respond appropriately to information about harm or risk of harm.

In this document, we distinguish between:

- Safeguarding – the statutory duty to under 18s and adults at risk of harm
- Protection the responsibility imposed by the Charity Commission to ensure they don't cause harm to anyone who has contact with them

The guidance and legislative framework that underpins this document includes Working Together to Safeguard Children (HM Government, 2022), UN Convention on the Rights of the Child, Children Acts 1989 and 2004, Sexual Offences Act 2003, Mental Capacity Act 2005, Safeguarding Vulnerable Groups Act 2006, Protection of Freedoms Act 2012, The Children and Families Act 2014, Care Act 2014, the Department of Education's guidance "Information Sharing: advice for practitioners providing safeguarding services" (HM Government, July 2018), the Department of Education's guidance "What to do if you're worried a child is being abused: Advice for practitioners" (HM Government, March 2015) and the Charity Commission guidance "Safeguarding and protecting people for charities and trustees" updated 22 October 2019

2. Scope

The aims detailed at clause 3 below apply to all students, staff, Fellows (of all types), trustees and the Rector of the College. Where there are other people using the College who may be considered part of the College community, the risks, needs and obligations of these groups will be considered on a case by case basis.

This Policy and the procedures listed at clause 6 below are designed to address activities which occur primarily within the College. Activities outside the College environment and/or solely within the University environment will normally be dealt with under the appropriate University procedure.¹ If there is doubt as to whether the College or University procedure applies, advice should be sought from the relevant College Officers described in this Procedure or the e.

3. Statement of Aims

Exeter College believes that all individuals have a right to work, learn and live within a safe environment, and is committed to protecting those who come into contact with the College. However, the College is not '*in loco parentis*' (having the legal status of a parent) and cannot accept the responsibilities of guardian to any member of its community, except in relation to a child in a case of medical emergency where written permission has been previously obtained from the parent or guardian of that child.

Exeter College:

- Believes that the welfare of individuals is paramount;
- Recognises that all people, regardless of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, religious belief, sex or sexual orientation, culture or identity, have the right to equal protection from all types of harm or abuse;
- Acknowledges its additional legal responsibility to children (anyone under 18) and adults at risk;
- Acknowledges that some individuals may be considered may be considered at risk of harm given the context, setting or place in which they find themselves. Where the College is aware of any such risk, it will take such steps as are reasonable to assist such individuals; and
- Recognises its responsibilities to ensure the fair treatment of those who allege abuse and those are alleged to have committed abuse.

4. Protection Commitment

Exeter College will seek to protect anyone with whom the College comes into contact through:

- Promoting a culture of respect and dignity for all;
- Identifying the activities and events that put individuals at risk of harm, considering these risks and taking steps to minimise such risks, for example by providing training undertaking checks or creating operating procedures; and
- Putting in place structures and procedures to deal with incidents of harm when they arise, including liaising with appropriate outside agencies.

5. Particular Responsibilities

Responsibilities of all

All people with whom the College comes into contact can expect to be treated with respect. Such people have a corresponding responsibility to behave respectfully towards others in the same context. All individuals within the College community have a personal responsibility for complying with this Policy and Procedure and are expected to:

- Treat others with dignity and respect; and
- Discourage any form of abuse or harassment.

Trustees

The Governing Body is responsible for

- Ensuring that the College has adequate safeguarding, structures, policies and procedures in place, that these conform to regulation and current guidance, and that they are reviewed as required;
- Fostering an organisational culture that prioritises safeguarding;
- Ensuring that all members of the College are aware of the safeguarding policy, and that others who come into contact with the College are made aware of the safeguarding policy as appropriate;
- Ensuring that referrals are made to the DBS where the relevant conditions are met;
- Ensuring that checks are carried out on the safeguarding implications of activities carried out within the College, even when the College works with external partners, especially internationally; and
- Ensuring that Serious Incidents (as defined in the Serious Incident Reporting Procedure) are reported to the Charity Commission.

Specific Responsibilities

The College will appoint Officers from among the Governing Body (i.e. Trustees) with particular responsibility for Safeguarding as follows:

- A Safeguarding, Protection & Harassment Lead, who will have received suitable training
- A Deputy Safeguarding, Protection & Harassment Lead;
- Two Harassment Officers.

They will receive appropriate training and support.

The College will create a Safeguarding, Protection & Harassment Committee, made up of at least the Rector, and two Fellows alongside the Officers described above. The Committee is responsible for monitoring the implementation and effectiveness of this policy.

The following Officers are responsible for maintaining a record of protection concerns and disclosures (as set out in the safeguarding and disclosures policy)

- Rector (for all Fellows, the HR Manager and anyone not covered elsewhere),
- HR Manager (for staff),
- Welfare Lead (for students),
- Sub Rector – for Rector only.

The Safeguarding and Protection Lead is responsible for making sure that the College's duty, as a provider of a regulated activity, to refer an individual to the DBS is carried out, when

- The College withdraws permission for a person to engage in regulated activity with children and/or adults, or moves the person to other area of work that isn't regulated activity. This includes situations where the College would have taken the above action, but the person was re-deployed, resigned, retired, or left and the College reasonably believes that the person has carried out one of the following
- engaged in relevant conduct in relation to children. An action or inaction has harmed a child or adult or put them at risk or harm or;
- satisfied the harm test in relation to children. e.g. there has been no relevant conduct but a risk of harm to a child still exists, or
- been cautioned or convicted of a relevant (automatic barring either with or without the right to make representations) offence.

6. Policies and Procedures that Implement the Safeguarding and Protection Commitment

Admissions and Recruitment policies

- Recruitment & Selection policy (
- Responsibilities for under-18s.

Statutes, bylaws and handbooks

- Relationships
- Prevent
- Health and Safety Policy
- Harassment and Abuse
- Policy on welfare provision
- Statutes, Bylaws, staff and Student Handbooks.

Complaints policies

- Responding to Suspicions and Disclosures
- Serious Incident Reporting Procedure

- Complaints
- Whistleblowing

7. Review of Policy effectiveness

- The Safeguarding, Protection & Harassment Committee will report to GB annually on the ways that the College has discharged its safeguarding responsibilities, effectiveness of this policy, and make recommendations for any changes to the overarching policy, the implementation policies or for training in the light of experience or changing regulation and advice.

By College Order 23/118, this policy was approved by Governing Body on 29th November 2023 with immediate effect and is to be reviewed 31st December 2024, and was also approved for display on the website.