

# Safeguarding Policy

## Document Version Control

Version	3
Creation Date	21/06/16
Owner	Director of Student Services
Parent Committee	Health and Safety Committee
Review Period	Every 2 years

Change Date	Change by	Changes
	MA	<ul style="list-style-type: none"> <li>x Addition of section on 'External Organisation Use of University Facilities'</li> <li>x Addition of Appendix 4</li> </ul>
01/08/16	MA	<ul style="list-style-type: none"> <li>x Amendments to the order of section 4 (transposition of paragraphs 4.2 and 4.3)</li> <li>x Amendments to Section 5 to clarify the limits of investigation/ information gathering from the SO.</li> </ul>
14/09/16	MA	<ul style="list-style-type: none"> <li>x Amendment to paragraph 6.1 to provide some further detail on Academic School responsibilities for under-18s.</li> <li>x Addition of section in Appendix relating to guidance for Academic Schools admitting an under-18 student.</li> </ul>
02/11/16	MA	<ul style="list-style-type: none"> <li>x Addition of Operations Director, London as SO.</li> <li>x Insertion of contact details for Newham Social Services contacts for Loughborough in London staff.</li> </ul>
13/01/17	MA	<ul style="list-style-type: none"> <li>x Insertion of 6.1 (g) stating that students under theha accommodation.</li> </ul>

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06/07/17	MA	x	Insertion of new Safeguarding Officer details.
22/12/17	MA	x	Insertion of details regarding forced marriage and FGM (at sections 4, 10 and Appendix 1 & 2)
31/01/19	CP/AT	x	

- e) Emotional abuse or neglect
- f) Abuse of power.

Further examples of safeguarding concerns are provided on the University's Safeguarding pages (including information on how to report a concern).

## 2. Definitions

### Definition of a Child

- 2.1. For the purposes of this policy, Loughborough University defines a child as a person who is under the age of 18.

### Definition of a Vulnerable Adult

- 2.2. In legal terms, the Safeguarding Vulnerable Groups Act (2006), as amended by the Protection of Freedoms Act (2012), defines a vulnerable adult as an individual over the age of 18 in receipt of a regulated activity. Specified regulated activity includes:
  - a) Health Care provided by or under the supervision of a health care professional;
  - b) Provision of Personal Care;

- 3.4. Loughborough University recognises that it has a duty to anticipate, mitigate and address safeguarding issues. This includes reporting suspected safeguarding concerns relating to a child or vulnerable adult to relevant external agencies, regardless of whether the individual is a member of the University community. Loughborough University will take all safeguarding concerns relating to children and vulnerable adults seriously, will consider concerns fully and will report any such concerns in a timely manner to the relevant person or body.
- 3.5. Loughborough University will ensure it maintains central records of any safeguarding concerns and any referrals made as a consequence. Any records will be kept in accordance with the University's Data Protection Policy.
- 3.6. In order to ensure it fulfils its duties, Loughborough University will ensure an appropriate member of Senior Management is designated as Lead Safeguarding Officer (LSO). The Lead Safeguarding Officer's responsibilities will include:
  - a) Implementing and promoting this policy.
  - b) Ensuring the policy is monitored and reviewed in accordance with changes in legislation and guidance on the protection of children and vulnerable adults.
  - c) Appointing Safeguarding Officers (SOs) where appropriate and ensuring SOs are trained in relevant safeguarding procedures and competent in fulfilling their duties.
  - d) Ensuring appropriate and adequate resources are available in order that the University can meet its safeguarding responsibilities.
  - e) Ensuring appropriate training, guidance and advice is in place to ensure the University meets its safeguarding responsibilities.
  - f) Ensuring that appropriate University members and University Committees are provided with reassurance that the University is meeting its safeguarding obligations.
  - g) Ensuring that other appropriate policies and procedures exist to safeguard children and vulnerable adults.
  - h) Establishing and maintaining contacts with Children's and Adult Social Care Services, Police authorities and NHS Safeguarding Teams.
- 3.7. Loughborough University will work in collaboration with Social Care Services, the Police and other relevant

## 5. Key Contacts

### Lead Safeguarding Officer

Charlie Wheeldon, Director of Student Services

(01509) 222050

Email [c.wheeldon@lboro.ac.uk](mailto:c.wheeldon@lboro.ac.uk)

### Safeguarding Officer

Karen Watts, Head of Student Wellbeing and Inclusivity

(01509) 222050

Email: [k.l.watts@lboro.ac.uk](mailto:k.l.watts@lboro.ac.uk)

## 6. Links to other Relevant University Policies and External Guidance

[Loughborough University Safeguarding Pages](#) (including information on how to report concerns)

[Harassment and Bullying Policy](#)

[Loughborough University Sexual Assault and Sexual Harassment Policy](#)

[Loughborough University Prevent Policy](#)

[Loughborough University Data Protection Policy](#)

[Code of Practice on Investigations Involving Human Participants](#)

[Additional Guidance and Procedure for Applicants who declare a Criminal Conviction](#)

[Guidance on the Disclosure and Barring Service \(DBS\)](#)

[Loughborough University Admissions Policy](#)

[Whistleblowing Policy and Procedure](#)

[University Events Safety Policy](#)

[Loughborough University Research Integrity Statement](#)

## 7. Links to other External Agencies and Resources

[Leicestershire and Rutland Safeguarding Children Board](#)

[Leicestershire and Rutland Safeguarding Adults Board](#)

[Department of Health Guidance on Regulated Activity \(adults\)](#)