



## 1. INTRODUCTION

Universities are not specifically covered by any particular safeguarding legislation however, Bangor University recognises that it has a responsibility and certain legal powers to safeguard those who work and study at the university, with whom it comes into contact, or who come on to its premises.

The safeguarding requirements of the Counter Terrorism and Security

Providing, as far as is reasonably practicable, an environment that is safe from harm for all members of the University community.

Upholding the rights of children, young people and adults at risk to protection from harm, freedom from injury and to a safe and healthy environment.

Ensuring that appropriate procedures are in place to safeguard against abuse or harm for children, young people and adults at risk.

Ensuring that appropriate procedures are in place for dealing with allegations of abuse.

Independence and self-determination – the opportunity to act and think without reference to another person, including a willingness to incur a reasonable and informed degree of personal risk.

Choice – the opportunity to select independently from a range of options.

Rights – the maintenance of all entitlements associated with citizenship.

Fulfilment – the realisation of personal aspirations and abilities in all aspects of daily life.

[d] Relevant Legislation, Policies and Procedures

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[c] PVC Heads of College, Heads of Schools and Directors of Professional Services

PVC Heads of College, Heads of Schools and Directors / Directors of Professional Services are the designated Safeguarding Co-ordinators for their respective College, School or Service and should ensure that a suitable deputy is appointed. In discharging their duties, they can assign a member of staff to act on their behalf. The designated Safeguarding Coordinator is responsible for the following:

- i) Ensuring that any programme or activity involving children, young people and / or adults at risk is risk assessed (a template for risk assessing activities and programmes is included in Appendix 4), and that it is planned, organised and delivered, (including explicitly noting any safeguarding issues), in a manner that is consistent with this Policy;
- ii) Ensuring that arrangements are in place to identify children, young people

[d] Involvement of parents, carers, guardians and legal representatives

The University is committed to ensuring that parents, carers, guardians and legal representatives are fully aware of the activities and risks that children, young people and (where possible) adults at risk may encounter in University activities.

In circumstances other than where the young person is a student or employee of the University, parent/guardian/carer consent will be obtained (either directly from the parents, guardian or carer of the individual or through a school or other organising body)





PVC Heads of College, Heads of School and Directors / Heads of Professional Services should also familiarise themselves with the requirements of the University s

Under section 3 of the Sexual Offences Act 2003

- [e] In order to comply with the University's Data Protection Policy any exchange of information relating to safeguarding activities should be agreed in advance of any Agreement or Contract being signed and may take the form of a Data Sharing Agreement between the parties.
  
- [f] Any concerns or cases which arise relating to a partner organisation should be reported as soon as possible to Bangor University through the Safeguarding Officer. Where a complaint is made about a member of staff from a partner organisation or about the partner organisation as a whole, this should be reported as soon as possible to Bangor

## APPENDIX 1

Relevant legislation in relation to this Policy includes but is not limited to the following documents or those that later accompany or supersede them :

APPENDIX 2

Procedures and Guidance



Discuss your concerns with your line manager or the Safeguarding Officer

Private meetings with children/young people/adults at risk

Staff should always work in an open environment and should never be left alone with a child, young person or an adult at risk.

Where a confidential interview or a one-to-one meeting is necessary, it should be conducted in a room with an open door or visual access. Where this is not possible there should always be another adult nearby.

Caring for children/young people

## Appendix 3: Flowchart



**Name of School / Department:**

**Date of Risk Assessment:**

|                          |                         |                         |                                 |                                       |   |
|--------------------------|-------------------------|-------------------------|---------------------------------|---------------------------------------|---|
| 1. What are the hazards? | 2. Who might be harmed? | 3a) Evaluate the hazard | 3b) What are you already doing? | 3c) What further action is necessary? | 4. How will you put the assessment into action? |
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