Safeguarding Policy Statement

University College Birmingham

October 2026

Purpose and scope

The purpose of this policy statement is to set out what University College Birmingham will do to:

- Provide a safe and supportive environment for all our students, with particular regard to children and adults at risk who engage with our staff, students, contractors, and volunteers in the course of our work and University-led activities.
- Ensure that staff and those facilitating or supporting programmes and activities working with children and adults at risk have defined responsibilities.
- Ensure that there is a clear reporting and escalation route should staff or students become aware of a safeguarding concern.
- Ensure that staff and students engaging with children and adults at risk receive relevant safeguarding training and understand their role and responsibilities in safeguarding.

This policy applies to all students, staff, governors, volunteers, contractors, subcontractors, and visitors to University College Birmingham.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children and adults at risk in England including:

- Keeping Children Safe in Education (2026)
- Working Together to Safeguard Children (2026)
- Children Act (1989) and (2004)
- Care Act (2014)
- Safeguarding Vulnerable Groups Act (2006)
- Section 175 of the Education Act 2002 and the Apprenticeship, Skills, Children and Learning Act (2009)
- Human Rights Act (1998)
- Equality Act (2010)
- Data Protection Act (2018)
- UK General Data Protection Regulation (UK GDPR)
- Data (Use and Access) Act (2025)

Supporting documents

This policy statement should be read alongside our organisational policies, procedures, guidance, and other related documents:

- Safeguarding Policy- processes and procedures
- Employee code of conduct
- Relationships between employees and students – code of professional conduct
- Social media policy
- Social networking policy
- Canvas acceptable use policy (Online safety)
- Computer misuse policy
- E-Safety (Cyberbullying) policy
- AI Acceptable Use policy
- External Guest Speakers policy
- General Student Regulations
- Student attendance policy
- Recruitment policy
- Supervising students on residential visits
- Anti-bullying policy
- Making a disclosure in the public interest (whistleblowing) policy
- Health and safety policy
- Equal opportunities policy
- Prevent policy
- Harassment and Sexual Misconduct policy

Welfare of children and adults at risk

At University College Birmingham, we believe that children and adults at risk should never experience abuse, neglect or exploitation of any kind. We have a responsibility to promote the welfare of all children and adults at risk, to keep them safe and to practice in a way that protects them. We recognise that:

- the welfare of children and adults at risk is paramount in all the work we do and in all the decisions we take; all students have an equal right to protection from all types of harm, exploitation or abuse.
- some students are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with children, adults at risk, their parents, carers, and other agencies is essential in promoting the welfare of children and adults at risk.

Safety

We will seek to keep children and adults at risk safe by:

- valuing, listening to and respecting them
- appointing a designated safeguarding lead (DSL), a deputy designated safeguarding lead (DDSL) and a lead governor for safeguarding
- ensuring that all our governors receive training at the point of induction to ensure their understanding of their important strategic role, as well as their legislative responsibilities, and those set out by their local multi-agency safeguarding arrangements, and that this is regularly updated
- implementing effective safeguarding policies and procedures and reviewing these annually
- implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training, and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures, and behaviour codes confidently and competently
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording, storing, and using information professionally and securely, in line with data protection legislation and guidance
- sharing information about safeguarding and good practice with students through their induction, the curriculum, the college's website and portals, and other appropriate media
- making sure that children, adults at risk, and staff know where to go for help if they have a concern.
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, adults at risk, parents, families, and carers appropriately.
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures in place.
- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.
- building a safeguarding culture where staff, students, and visitors to UCB, treat each other with respect and are comfortable about sharing concerns.
- understanding our duty to provide a safe environment to learn and work, including when online
- recognising that filtering and monitoring are both important parts of safeguarding learners and staff from potentially harmful and inappropriate online material and taking an effective approach to online safety so that we can protect and educate learners and staff in their use of technology and establish mechanisms to identify, intervene in and escalate any incident where appropriate.

Important contacts

Role	Job title	Name and contact details
Designated Safeguarding Lead (DSL)	Designated Safeguarding Lead (DSL) & Head of FE Pastoral Support	Tracy-Anne Rider trider@ucb.ac.uk 0121 232 4104
Deputy Designated Safeguarding Lead (DDSL)	Deputy Designated Safeguarding Lead (DDSL)	Jacqui Duggan jduggan@ucb.ac.uk 0121 232 4300
Deputy Designated Safeguarding Lead (DDSL)	Pastoral Support Officer (Further Education)	Masuma Sultana m.sultana@ucb.ac.uk 0121 232 4034
Executive Team Member responsible for safeguarding	Vice-Chancellor & Principal	Michael Harkin m.harkin@ucb.ac.uk 0121 604 1000 ext: 2329
Governor with specific responsibility for safeguarding	Safeguarding Governor	Phil Romain (Lead SG) Jenny Belza Lorraine Teague Via PA to Executive Team

We are committed to reviewing this policy and our practice annually.

Date of Review: 10.10.2026
Updated: 10.10.2026
Date of Next Review: 10.10.2027

Signed: Tracy-Anne Rider, Designated Safeguarding Lead and Head of FE Pastoral Support
Date: 10.10.2026