

Safeguarding & Child Protection Policy (incl. Prevent)

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Prepared for Oxbridge Scholars Ltd (Company No. 16532209) — England & Wales  
Emergency (24/7): +44 07587 335 292

Purpose

We are committed to a child-centred, trauma-informed culture where welfare is paramount. This policy sets out our system for preventing harm, identifying concerns early and responding swiftly.

Scope

All staff, contractors, visiting speakers, partners and volunteers on our programmes for learners aged 13–18 (and any under-18s on adult courses).

Named roles

- DSL: Katie Cross — +44 07512330227
- Deputy DSL: Ryan Henderson — +44 0 7512732739
- After-hours emergency (24/7): +44 07587 335 292

Safer culture

- Safer recruitment, induction and annual training for all staff.
- Code of conduct; low-level concerns; whistleblowing.
- Proportionate, recorded risk assessments; appropriate supervision ratios.
- Age-appropriate online safety controls.
- Visiting speaker checks and Prevent risk assessments.

Recognising abuse and harms

Neglect; physical, emotional, sexual abuse; sexual harassment/violence; child-on-child abuse; online harms; harmful sexual behaviour; criminal exploitation; radicalisation; FGM; forced marriage; honour-based abuse; domestic abuse; serious violence; mental health indicators.

Early help and thresholds

Staff raise concerns to the DSL at once. The DSL assesses need; options include early help, referral to Children’s Social Care, or emergency action if immediate risk.

Reporting and records

- Use our secure incident system; record facts with date/time.
- Keep records confidential; share on a need-to-know basis.
- Retention follows the safeguarding schedule.

Allegations about adults

Immediate report to DSL; same-day referral to LADO where thresholds met; support for those involved; follow statutory guidance.

Prevent duty

Risk assessment, staff training, visiting speaker controls, and Channel referrals where appropriate.

Online safety

Education and proportionate technical controls; clear device rules; report routes including sharing of nudes/semi-nudes.

#### Local arrangements (venues)

- Queens College, Cambridge (Cripps Building)
- St Hilda's College, Oxford (Garden Building)

Display local Children's Social Care and LADO contact numbers on site.

#### Training

All staff: annual safeguarding (incl. core reading); DSL/Deputies: advanced training at least every 2 years; refreshers each season.

#### Monitoring & review

Termly DSL report; annual policy review or after any incident/change in law.