

# ***Safeguarding and Prevent Steering Group***



*Collective Acting Studio - November 2022*



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## Terms of Reference

### Committee Purpose

1. Maintain active oversight of developments, issues and good practice in relation to the Prevent Duty.
2. Oversee protocols and procedures that reflect a best practice approach to safeguarding.

### Membership

3. The membership of the Committee shall be made up of:
  - The Disability Consultant
  - Student Welfare Officer
  - Industry Liaison
  - Academic and Registry Officer

### Quorum

4. The quorum for meetings will be 3 members.

### Frequency of Meetings

5. The committee will meet once a term.

### Reporting

6. The committee will report directly into the SLT.

### Duties

7. Annual review of approach to student welfare and support services
8. Annual review of approach regarding external speakers, industry guests in relation to academic freedom and freedom of speech.



9. Annual review of designated safeguarding roles and procedures.

#### Remit

10. Maintain active oversight of the Prevent risk register, reviewing this on an annual basis.

11. Review and monitor delivery of the Prevent action plan.

12. Monitor and review data that evidences compliance with the Prevent Duty, including that prepared for submission to the OfS.

13. Ensure clear accountability and training for those with responsibility for safeguarding.

14. Share learning and casework developments to improve awareness and compliance.

15. Identify training requirements (induction and refresher); appropriateness of training offer and training engagement data.

16. To review and update at each meeting the individual risk register relating to **safeguarding risks**. Risks within this register might include, but are not limited to:

- Non-compliance with legal safeguarding responsibilities.
- Non-compliance with Prevent duty under the Counter-Terrorism and Security Act 2015.

Any changes to this individual risk register will be referred to the Senior Leadership Team within 5 working days alongside the minutes of this committee for inclusion within the Institutional Risk Register.

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