

**Imperial College Union
Finance, Audit & Risk Sub-Committee / 26 June 2024**

Safeguarding Policy

Author(s): Tom Newman (Managing Director)
Cat Turhan (Director of Membership Services)
Henry Setter (Advice Manager)
Clem Jones (Governance & Executive Manager)

Purpose: To **recommend** an updated ICU Safeguarding Policy to the Board

Action(s): To **recommend**

1. Context & Background Information

Finance, Audit & Risk Sub-Committee approved an ICU Safeguarding Policy ([FR/20-21/22](#)) as part of a suite of Health & Safety Policies ([FR/20-21/20](#)) in [April 2021](#). The policy was due for review in April 2024.

2. Situational Analysis

Our existing ICU Safeguarding Policy is deemed to be not sufficient to meet the needs of ICU's operational delivery, due to gaps around CSPs, external hires, and reporting. Furthermore, a Code of Practice (CoP) which connects local protocols with College Protocol is needed.

The updated ICU Safeguarding Policy presented here outlines a set of principles and responsibilities, as well as clarifying the role of the local policy within the college framework.

Although Finance, Audit & Risk approved the previous Policy, it is proposed that moving forward the updated Policy be approved and owned for annual review by the full Board of Trustees, given trustee responsibilities around safeguarding.

A proposed CoP outlines reporting processes, scope (which includes CSPs) and a training expectation for staff and CSP leaders. We propose that the Code of Practice be approved/owned/reviewed at Management Committee level. It is presented here for information.

The proposed Policy and CoP have been shared with the College's Director of Safeguarding for review, and their comments have been considered/incorporated where appropriate.

Members Under Eighteen Policy

At the December 2021 Board meeting, a question was asked about Union's approach to members who are under 18. At the May 2022 Board meeting, Board [approved](#) an updated version of the Members Under Eighteen Policy ([TB/23-24/53b](#)). Moving forwards, we propose to incorporate the detail of the Members Under Eighteen Policy into the CoP, as is presented here in these papers.

3. Recommendation

Finance, Audit & Risk Sub-Committee is asked to **recommend** the updated Safeguarding Policy for approval by the full Board of Trustees.