

Statement of expectations for preventing and addressing harassment and sexual misconduct affecting students in higher education

Updated: November 2021

The statement of expectations was published in the context of online testimonials of sexual harassment and violence in schools and universities. This led to the commissioning of the Ofsted review of sexual abuse in schools and colleges which further has led us to review our processes to ensure that they are fit for purpose.

The statement of expectations provides a consistent set of standards that all universities and colleges can follow to:

- minimise potential barriers to reporting and disclosing instances of harassment and sexual misconduct
- ensure that investigatory procedures are fair and independent
- ensure all students involved receive appropriate support
- clearly set out behavioural expectations for all students.

More information in relation to the standards can be found here

<https://www.officeforstudents.org.uk/advice-and-guidance/student-wellbeing-and-protection/prevent-and-address-harassment-and-sexual-misconduct/statement-of-expectations/>

As a result of the above, the College is ensuring that our policies and procedures are in line with the statement of expectations. The current timeline is as follows:

| Area | Aim | Deadline |
|--------------------------------|--|-------------------------------|
| Recruitment and staff training | Reduced Likelihood of incidents involving staff | Ongoing |
| Safeguarding Process | Ensure process is understood and used Ensure process is the best that it can be | Achieved |
| Curriculum Support | Professional boundaries are clear to all and maintained | Achieved |
| Student Information | Our expectations of the professional boundaries between staff and students are clear. Students are clear about how to raise safeguarding concerns and comfortable to do so. | Ongoing as new students enrol |
| Management Oversight | Patterns of incidents are identified and dealt with robustly. | Ongoing |
| GDPR | Data Protection and Retention policies are understood by all staff. | Achieved |

Any formal policies that cover this issue will then be updated to reflect any findings and new processes.

New Staff Induction

- All new staff during their probation
- Head of HR - policy summary, safer working guidelines
- Head of Student Engagement - Safeguarding and Prevent
- Once - redo the Safeguarding section every 5 years

Smartlog

- All staff
- Legal framework / theory of Safeguarding and definitions
- Annual

Safer Recruitment Training

- For all recruiting managers
- Delivered by Oxfordshire Safeguarding Children's Board (OSCB)
- Annual (around Easter) and then refreshed every 3 years

KCSIE updates

- For Curriculum / Curriculum Support staff in Peach Week (September)
- For Business Support staff (before October half term)
- Delivered by Head of Student Engagement
- Covers KCSIE particularly updates, followed up with a quiz to check understanding
- Annual

Annual Safeguarding Update

- To include Safeguarding updates, reminder of professional boundaries and Safer Working Guidelines, Whistleblowing and Social Media Policies
- All Staff
- During an All Staff Briefing in January term

Safeguarding & Prevent Sessions for all staff

- Calendar of monthly Themed Sessions
- Head of Student Engagement and Student Engagement Team
- All staff

Updates to Student Performance Managers and Mentors

- Role specific monthly mandatory updates
- Opportunity to ask questions
- 30 minute bitesize sessions

In addition to the above, these steps have also been implemented:

- Monthly articles in the Staff Newsletter
- Weekly drop-in sessions held by Head of Student Engagement and Head of HR – an opportunity to ask questions, discuss concerns and so on (*please note that issues must not be saved up for this session*) either in the Student Engagement / HR offices or via Teams – please just drop in or call!
- Monthly meetings with Heads of Faculty regarding specific cases
- Termly attendance by Student Engagement at Faculty Leadership Meetings to discuss themes and a general update
- Monthly agenda item at College Leadership Team Meetings