



## Safeguarding and Prevent: Implementation Framework and Flowchart 24-25

Date	Author	Summary of Changes	Version	Authorised
27/08/2025	Jagori Bandyopadhyay (Academic Registrar)	Flowchart Created to align with with Safeguarding and Prevent Policy 24-25. (named 1.1 for alignment)	1.1	Academic Board
<b>Policy/Procedure Management and Responsibilities</b>				
Policy/Procedure Owner	The policy is overseen by the Student Experience Committee. Day-to-day implementation and communication responsibilities are delegated to Registrar.			
Equality Analysis	Completed in June 2025, aligned with UKMC, EDI Policy			
Authorised By	Academic Board			
Effective From	October 2025			
Next Review	July 2027			
Version	1			
Internal/External	Internal			
Document Location	<a href="#">UKMC   Policies and Legislation</a>			
Linked Documents and Policies Internal	UKMC Safeguarding and Prevent Policy  UKMC E6 Report and Support Webpage			
Linked Documents and Policies External	n/a			
Dissemination Plan	With Safeguarding and Prevent Policy			
<b>Accessibility</b>	<b>Alternative formats available on request</b>			

## **Governance & Oversight**

- Policy Ownership: Academic Registrar (DSL) oversees implementation.
- Safeguarding Committee: Meets twice a year to review cases, risk assessments, and compliance.
- Reporting & Review: Termly reports compiled by DSO. Annual review by Academic Board.

## **Prevention & Awareness**

- Mandatory safeguarding and Prevent training for all staff and students.
- Policy accessible on staff and student portals with key contacts displayed.
- Regular review of risk environments and DBS checks where required.

## **Identification & Reporting**

- All staff/students must stay vigilant for signs of abuse, neglect, exploitation, or radicalisation.
- Initial response: stay calm, reassure, do not promise confidentiality.
- Concerns must be reported immediately to a Designated Safeguarding Officer (DSO).

## **Referral & External Liaison**

- Abuse/Exploitation: DSL/DDSL contacts Local Authority Designated Officer (LADO).
- Radicalisation: Follow Prevent Channel Referral process.
- External Organisation Incidents: Notify [safeguarding@ukmc.ac.uk](mailto:safeguarding@ukmc.ac.uk) and authorities.
- Criminal matters: Police involvement takes precedence.

## **Risk Management & Investigation**

- Safeguarding Panel (to be convened when required) conducts risk assessment; may continue with conditions, suspend, or remove access.
- External agencies/police lead investigations. Internal actions follow.
- Confidential records kept securely by HR (staff) or Registry (students).

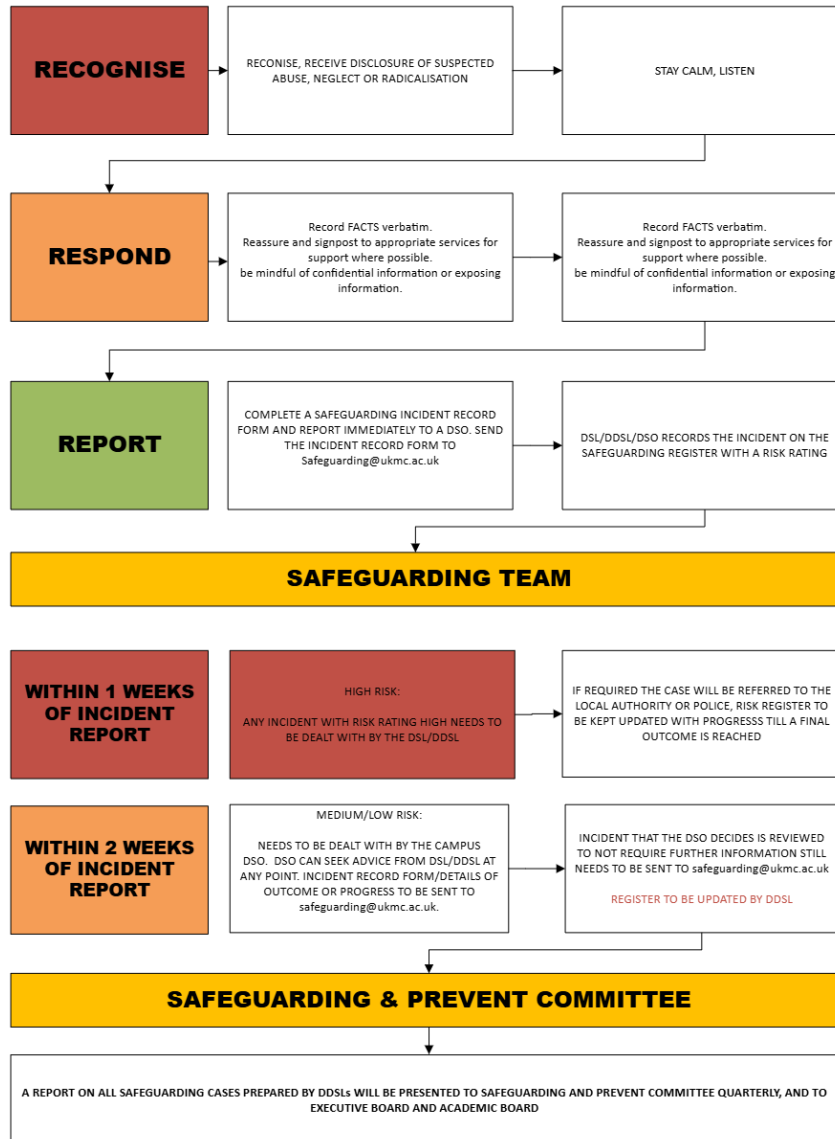
## **Post-Incident Review & Continuous Improvement**

- Review response effectiveness and update procedures.
- Annual policy review or sooner if legislation changes.

- Promote ongoing culture of awareness and safeguarding.

## Safeguarding & Prevent Flow Chart

Flow available in the Safeguarding and Prevent sharepoint (VISIO)



## Safeguarding Team Contacts

Role	Name	Email
------	------	-------

Designated Safeguarding Lead (DSL)	Mrs Jagori Bandyopadhyay	jagori.bandyopadhyay@ukmc.ac.uk
Deputy DSL	Mr Saul Higgins	Saul.Higgins@ukmc.ac.uk
Deputy DSL	Mrs Karen Philips	karen.phillips@ukmc.ac.uk
Designated Safeguarding Officer (DSO) (Abarna)	Mr GM Sajjad	gm.sajjad@ukmc.ac.uk
DSO (Abarna)	Mrs Roohi Naz	razia.sultana@ukmc.ac.uk
DSO (Derby)	Mr Al Imran	al.imran@ukmc.ac.uk
DSO (Derby)	Prof Hesham Magd	hesham.magd@ukmc.ac.uk
DSO (Newcastle)	Dr Uzair Bhatti	uzair.bhatti@ukmc.ac.uk
DSO (Newcastle)	Mr GM Parvez	gm.parvez@ukmc.ac.uk

### **Brief Definitions and Indicators of Abuse (see policy for details)**

- Physical Abuse: Hitting, shaking, burning, poisoning.
- Emotional Abuse: Persistent maltreatment affecting emotional development.
- Sexual Abuse: Forcing/inducing a child or vulnerable adult into sexual acts or exploitation.
- Neglect: Failure to meet basic needs (food, shelter, supervision).
- Financial/Material Abuse: Theft, fraud, exploitation of resources.
- Domestic Abuse: Violence, coercive control, or threatening behaviour in relationships.
- Radicalisation: Process of being drawn into extremism or terrorism.
- Other: Discriminatory abuse, organisational abuse, modern slavery, self-neglect.

### **Version Control**

Document Title	Safeguarding and Prevent Policy and Code of Conduct – Implementation Framework & Procedures
Version	1.0
Date of Issue	October 2025

Next Review Date	October 2026
Approved By	Academic Board
Footer	Safeguarding & Prevent Framework – v1.0 – Oct 2025