LSE SAFEGUARDING POLICY

1.Introduction

1.1 The London School of Economics and Political Science ('the School') is committed to providing a safe, inclusive and supportive environment for all members of its community. All staff, students, volunteers, alumni, visitors and contractors are expected to uphold this commitment alongside the LSE Ethics Code.

1.2 This Policy sets out how the School meets its various obligations in respect of safeguarding, by:

- providing a safe and supportive environment for children and adults-at-risk involved in, or impacted by, LSE-organised activities and taking reasonable steps to prevent significant harm or abuse occurring to children or adults-at-risk;
- prioritising the wellbeing of children and adults-at-risk, protecting them from harm and at all times, considering what is in their best interest;
- ensuring that relevant individuals receive appropriate safeguarding training and understand their roles and responsibilities in relation to safeguarding; and
- maintaining clear, accessible reporting and escalation processes to enable prompt and trauma-informed responses to safeguarding concerns or allegations.

1.3 For the purposes of this Policy, safeguarding is split into four key areas:

- duties to safeguard children aged under 18, as defined by the Children Act 1989;
- duties to safeguard the welfare of adults-at-risk[1], as defined by the Care Act 2014 and the Safeguarding Vulnerable Groups Act 2006 and in line with the six principles of adult safeguarding;
- the Prevent Duty, as defined by the Counter-Terrorism and Security Act 2015; and
- the Prevention of Sexual Exploitation, Abuse and Harassment (PSEAH) in relation to international development research, defined as *'preventing and addressing any sexual exploitation, abuse, or harassment of research participants, communities and research staff, plus any broader forms of violence, exploitation and abuse ... such as bullying, psychological abuse and physical violence'*[2].

2. Policy statement

2.1 LSE operates a zero-tolerance approach to behaviours that cause harm to others. This includes, but is not limited to, bullying, harassment, sexual exploitation and abuse. Any such behaviour will result in appropriate action to safeguard those affected and uphold our standards.

2.2 Failure to comply with the LSE Safeguarding Policy or associated documentation may lead to management, disciplinary, contractual or statutory action, depending on the individual's status and the seriousness of the matter.

2.3 LSE recognises its enhanced duty to identify and mitigate safeguarding risks for children and adults-at-risk who are involved in, or impacted by, LSE activities (regardless of the duration or location of those activities). LSE will take reasonable and proportionate steps to protect children and adults-at-risk from foreseeable harm, across all our School activities and to ensure that the

[1] This Policy uses 'adult-at-risk' rather than vulnerable adult, reflecting current safeguarding terminology in England. The term recognises that risk arises from a person's circumstances and care and support needs, rather than from inherent vulnerability. In this Policy, an adult-at-risk means an adult who meets the safeguarding criteria under the Care Act 2014.

[2] UK Collaborative on Development Research (UK CDR), 2020. https://ukcdr.org.uk/priority-area/safeguarding-prevention-from-harm/

best interests of children and adults-at-risk are paramount. This includes harm arising from acts or omissions by the School, its staff, students, workers, volunteers, or others acting on its behalf. The School is not, however, *'in loco parentis'* (in the place of the parent) and cannot accept the responsibilities of a parent or a legal guardian for any member of its community.

2.4 LSE will ensure that effective and supportive mechanisms for responding to safeguarding concerns, disclosures and allegations are in place. The School must co-operate with external agencies and contribute to multi-agency safeguarding processes where required, subject to its legal obligations. Consent to share information with external organisations should be sought, wherever it is appropriate, although information may be shared without consent where it is lawful, necessary and proportionate, as set out in Data Protection Act 2018 (Schedule 8). Adults are presumed to have capacity to make their own decisions, unless established otherwise. Where capacity is in doubt, decisions must be made in accordance with the Mental Capacity Act 2005 and its Code of Practice. With respect to adults, a refusal of support or consent to share information will be respected, unless there is a lawful, proportionate basis to act without consent, including, but not limited to, where another person may be at risk or LSE has an overriding legal obligation.

2.5 LSE recognises that responding to safeguarding concerns can be challenging and emotionally demanding for staff and is committed to ensuring that appropriate supervision and support mechanisms are available.

2.6 LSE recognises its responsibility to comply with the Prevent Duty, and to safeguard individuals from being drawn into extremism through radicalisation, with a focus on early support. The School implements the Prevent Duty as part of its overarching safeguarding framework, having particular regard to the School's duties in respect of freedom of speech and academic freedom.

2.7 More generally, the School implements this safeguarding framework acknowledging its duties and responsibilities must be exercised in a manner consistent with corresponding duties including the School's obligations in respect of freedom of speech and academic freedom, equality duties, and other relevant legal obligations.

3. Scope

3.1 This Policy and accompanying LSE Safeguarding Standards applies to the following:

- all members of the School community, including staff (all categories), students, alumni, members of Council and volunteers;
- all 'Associates' including, but not limited to, any associated personnel representing or engaged with the School, including external or visiting researchers, contractors, collaborators, community partners, and partner organisations and their staff or sub-contractors;
- all visitors or participants engaged in LSE-organised events and activities, including conference delegates, event attendees, individuals undertaking work experience placements, research participants, visiting lecturers and members of the public;
- all LSE activities and events, whether on campus (including halls of residence), elsewhere in the UK or internationally, and whether delivered in-person or in digital spaces; and
- interactions with children and adults-at-risk or connected with LSE activities or premises.

3.2 Safeguarding is related to, but distinct from, the School's arrangements for other areas of student and staff support. For example, an individual may require wellbeing, pastoral or mental health support without meeting the safeguarding threshold, or information received through a support, disciplinary or academic process may also constitute a safeguarding concern.

3.3 Where third-party or external providers deliver services on behalf of the School wholly to children or adults-at-risk, safeguarding risks must be considered, risk assessed and managed, in line with this Policy and associated documentation and the LSE Risk Policy and procedures. In such

cases, safeguarding arrangements must be included in contracts or written agreements, where necessary. Where more than one requirement applies, the higher or more protective requirement should be followed.

3.4 Third parties using LSE premises or facilities for activities or events involving children or known adults-at-risk remain responsible for safeguarding whilst they are using LSE premises or facilities but must notify the LSE DSL of any safeguarding incident occurring on LSE premises, or allegations made about a member of the School community.

3.5 For activities or events led by the LSE Students' Union (LSESU), including LSESU clubs or societies, the LSESU Safeguarding Policy applies. Where safeguarding matters involve both LSE and LSESU, the DSLs of both organisations must work jointly to address them, in line with the Data Sharing Agreement between LSE and LSESU.

4. Responsibilities

4.1 All members of the School community must treat safeguarding as a shared responsibility and must act in accordance with the LSE Safeguarding Policy and associated documentation.

4.2 The School takes all reports of safeguarding concerns seriously and will respond to them promptly. This includes reports of non-recent significant harm or abuse. Any individual who receives a disclosure, or becomes aware of a safeguarding concern, must:

- remain calm and listen carefully without interrupting or asking leading questions;
- if someone is making a disclosure reassure them that they have done the right thing and explain that the information will be taken seriously, but that it cannot be kept confidential;
- report the concerns at the earliest opportunity, in line with the LSE's safeguarding reporting procedures (see Appendix 1);
- make a factual written record, including dates, what was shared and those present.

4.3 The responsibilities of **everyone in the School community** are to:

- promote a culture of safeguarding and foster a safe, inclusive environment at LSE, free from discrimination, bullying or harassment;
- be aware of, and follow, the LSE Safeguarding Policy and associated documentation;
- complete safeguarding training, where required;
- share safeguarding information on a need-to-know basis and never promise complete confidentiality;
- report any safeguarding concerns or allegations relating to children or adults-at-risk to the LSE DSL or local DSL, where relevant (where a concern relates to the LSE DSL, LSE Deputy DSL, or another person within the usual reporting route, or where an actual or perceived conflict of interest exists, the concern must be reported through an alternative reporting route, usually to the LSE SSL or Deputy SSL);
- co-operate in a timely manner with any safeguarding investigations.

4.4 The responsibilities of **all School Leaders** (Professional Service Leaders, Heads of Department, Centre/Institute Directors, Department Managers and Centre/Institute Managers) are to:

- ensure the effective implementation of the LSE Safeguarding Policy and associated documentation in their area;
- ensure that adequate arrangements (including systems, resources, procedures and other associated documentation) are in place to identify and effectively manage local safeguarding risks in their area.

4.5 The responsibilities of **all line managers[3], managers of volunteers or LSE staff who are the main point of contact for an Associate or Contractor** are to:

- ensure appropriate safe recruitment and Disclosure and Barring Service (DBS) checks are obtained for any individual eligible for a check, including those working in 'regulated activity'[4];
- ensure that individuals have completed safeguarding training, where relevant;
- offer support to individuals who may be affected by their involvement in safeguarding matters, liaising with HR Division colleagues and other external sources of support including LSE's Occupational Health Service, as appropriate.

4.6 Specific individuals and committees within the School carry additional responsibilities in relation to safeguarding and the Prevent Duty, as set out below:

Role	Role-holder(s)	Responsibilities
Governing Body	Members of Council	• Maintain ultimate oversight of safeguarding and LSE's compliance with external obligations. • Receive annual assurance reporting on safeguarding, ensuring arrangements are effective and proportionate to risk. • Approve the annual Prevent Monitoring: Accountability and Data Return.
Executive	Members of the School Management Committee	• Ensure sufficient resources are available to enable appropriate safeguarding arrangements to be put in place across the School, to facilitate LSE meeting its external obligations and monitor the efficacy of those arrangements. • Report to the LSE Audit Committee and LSE Council at least annually on safeguarding matters. • Ensure that in respect of the Prevent Duty, the LSE President or LSE Deputy President approve any external referral.
Strategic Safeguarding Lead (LSE SSL)	Chief Operating Officer (Deputies: Deputy COO, Director of HR, Academic Registrar)	• Maintain executive-level oversight of safeguarding, including reporting to SMC, LSE Audit Committee and LSE Council. • Have responsibility for executive-level decision-making relating to safeguarding. • Be accountable for the implementation and monitoring of appropriate safeguarding arrangements across the School.
LSE Designated Safeguarding Lead[5] (LSE DSL)	Head of Safeguarding (Deputies: Head of EDI, Director of the Faith Centre)	• Lead the review, development, monitoring and reporting of all aspects of LSE's safeguarding arrangements, including the LSE Safeguarding Policy and associated documentation. • Support LSE School Leaders to implement and monitor appropriate safeguarding arrangements across the School. • Act as a School-wide point of contact for safeguarding reporting, triaging concerns, taking appropriate action, coordinating responses and keeping appropriate records, in consultation with colleagues. • Oversee the provision of safeguarding information, advice and training to staff. • Investigate and act upon safeguarding concerns, with School-wide responsibility for seeking advice from and/or making

[3] including Heads of Department in respect of members of Faculty

[4] 'Regulated activity' has the meaning given in the Safeguarding Vulnerable Groups Act 2006, as amended by the Protection of Freedoms Act 2012, and broadly covers specified paid or unpaid work with children or adults-at-risk that a barred person must not undertake. It includes certain teaching, care, supervision, health or personal care, social work, assistance with personal affairs, and related transport, subject to statutory conditions and exclusions, including for family or personal non-commercial arrangements.

[5] All LSE DSLs (and Deputies) must be a minimum SB07 staff member and all Local DSLs (and Deputies) must be a minimum SB06 staff member.

		external referrals – for example to the Police, Local Authority or Disclosure and Barring Service (DBS). • Maintain central records of safeguarding concerns, allegations, investigations or referrals and outcomes. • Offer advice and information about internal and external support to staff dealing with safeguarding concerns.
LSE Prevent Lead	*Interim:* Head of Student Services (Deputy: Deputy COO, Deputy Head of Student Services (Advice and Policy))	• Lead the review, development, monitoring and reporting of all aspects of LSE's Prevent Duty arrangements, including associated documentation. • Support LSE School Leaders to implement and monitor appropriate safeguarding arrangements across the School. • Act as a School-wide point of contact for Prevent Duty reporting, triaging concerns, taking appropriate action, coordinating responses and keeping appropriate records, in consultation with colleagues. • Oversee the provision of Prevent Duty-related information, advice and training to staff. • Investigate and act upon Prevent Duty concerns, including referring any Prevent Duty concerns with the potential to meet the threshold for external referral to the LSE President or LSE Deputy President for approval. • Notify the LSE DSL and LSE SSL of any Prevent Duty concerns with the potential to meet the threshold for external referral for central recording.
Local Designated Safeguarding Leads (Local DSLs)	Head of Widening Participation and Head of Student Recruitment and Study Abroad (Deputies: Deputy Heads of Widening Participation and Deputy Heads of Student Recruitment and Study Abroad)	• Act as a local point of contact in their area for safeguarding reporting, triaging concerns, taking appropriate action, coordinating responses and keeping appropriate records, in consultation with colleagues. • Oversee the provision of safeguarding information, advice and training to staff in their area. • Keep up to date with safeguarding good practice in relation to their area. • Investigate and act upon safeguarding concerns in their area, escalate concerns to the LSE DSL if they have the potential to meet the threshold for external referral. • Liaise with the LSE DSL to maintain records of safeguarding concerns, allegations, investigations or referrals and outcomes. • Offer advice and information about internal and external support to staff dealing with safeguarding concerns.
Human Resources Division	Director of Human Resources (Deputy: Deputy Directors of HR)	• Ensure that effective employment, recruitment and workforce policies, procedures and practices are in place to meet external safeguarding obligations with regards to safe recruitment and vetting. • Ensure that all HR policies, procedures and processes align with safeguarding obligations, including the need for external referrals where required (e.g. to the Local Authority Designated Officer (LADO) or the Disclosure and Barring Service (DBS)).
Research Ethics Review Board	Research Ethics Review Board members	• Ensure that research involving children or adults-at-risk is identified through the ethics review process. • Ensure that research proposals comply with the School's safeguarding obligations.

4.7 Relevant individuals and committee members should undertake safeguarding training appropriate to their role. This includes:

- role-specific induction briefings for School Management Committee and Governing Body members, including periodic refreshers;

- role-specific training for individuals who have substantial contact with children and/or adults-at-risk, or have been identified as part of their role as requiring Prevent Duty training, including periodic refresher training;
- advanced training for individuals who have specific School-wide responsibilities for safeguarding and the Prevent Duty or who are DSLs or SSLs, including periodic refresher training.

4.8 Any individual working in 'regulated activity' as part of their engagement with LSE must report any change in their circumstances that may impact their suitability to work in regulated activity to their manager or HR Partner.

5. Legal and regulatory obligations

5.1 This Policy has been developed with reference to relevant legislation and guidance, including but not limited to:

- Care Act 2014
- Children Act 1989
- Children Act 2004
- Children and Social Work Act 2017
- Counter-Terrorism and Security Act 2015
- Crime and Policing Act 2026
- Data Protection Act 2018
- Equality Act 2010
- Health and Safety at Work Act 1974
- Higher Education (Freedom of Speech) Act 2023
- His Majesty's Government strategy on protection from sexual exploitation, abuse and harassment (PSEAH) in international work 2026
- Human Rights Act 1998
- Mandatory reporting of Female Genital Mutilation 2016
- Mental Capacity Act 2005
- Mental Health Act 1983, 2007
- Multi-agency practice guidelines: Handling cases of Forced Marriage 2014
- Online Safety Act 2023
- Prevent duty guidance: for higher education institutions in England and Wales (2024)
- Protection of Freedoms Act 2012
- Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975
- Safeguarding against Sexual Exploitation and Abuse and Sexual Harassment (SEAH) Due Diligence Guidance for FCDO implementing partners 2022
- Safeguarding Vulnerable Groups Act 2006
- Sexual Offences Act 2003
- Statement of Government Policy on Adult Safeguarding 2011
- UK GDPR General Data Protection Regulation
- United Nations Convention on the Rights of the Child 1989
- United Nations Protocol on Allegations of Sexual Exploitation and Abuse Involving Implementing Partners 2018
- Working Together to Safeguard Children 2026

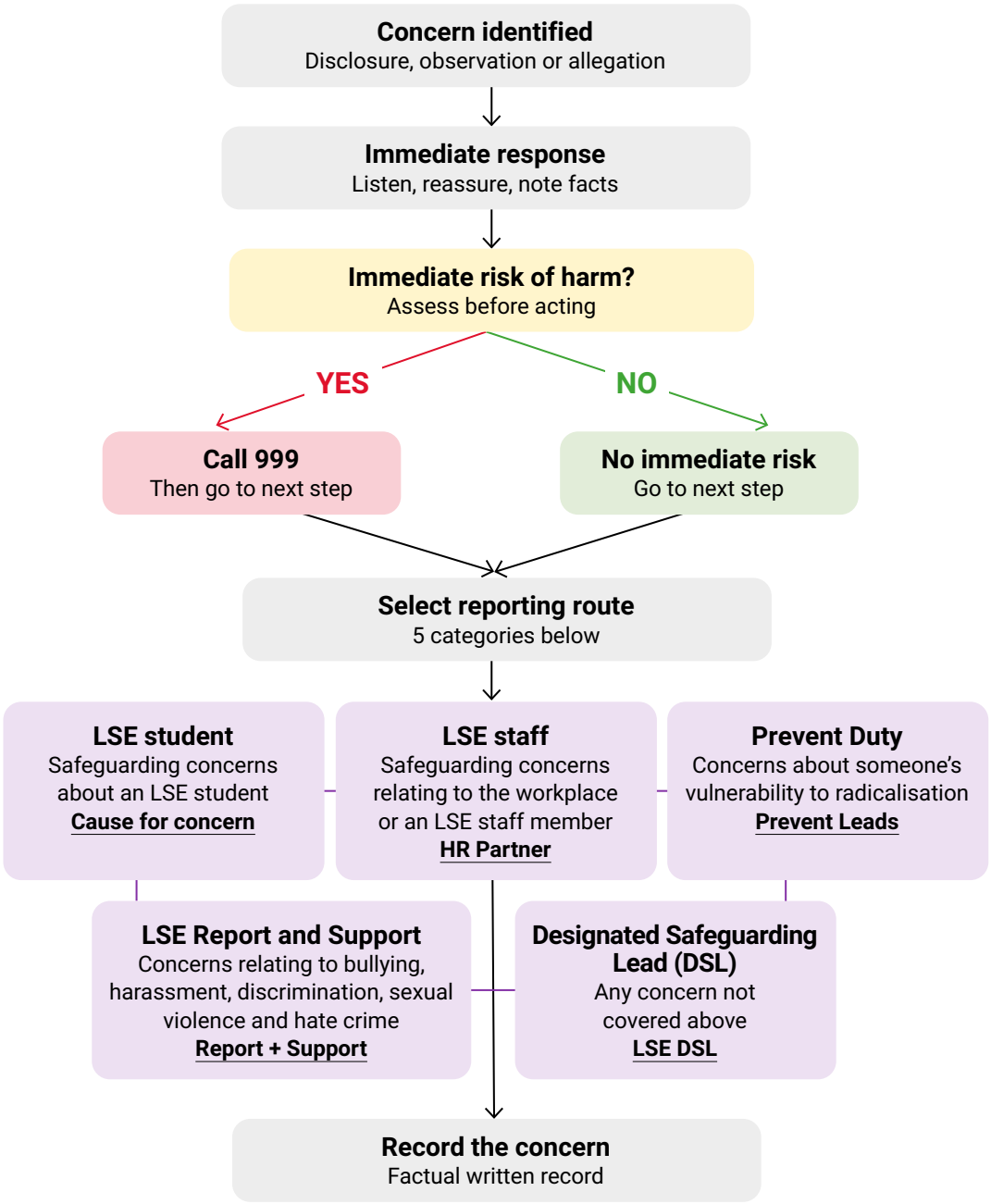
6. Supporting / relevant documents

Safeguarding @ LSE webpage
LSE Safeguarding Standards
LSE Code of Research Conduct
LSE Ethics Code
LSE Discrimination, Harassment and Bullying Policy
LSE Policy on Addressing and Preventing Sexual Misconduct
LSE Policy and procedures on Personal Relationships
LSE Risk Policy and procedures
LSE Research Ethics Policy and procedures
LSE Speak Up (Whistleblowing) Policy
Spotting the signs of child abuse | NSPCC
Abuse and neglect of adults | NHS

How to respond to a safeguarding concern, including a disclosure or allegation

Use the flowchart below to identify the right reporting route.

The link in each of the purple boxes will direct you to an online form or provide the contact details of who you need to contact. If you are unsure which route to use, contact the LSE Safeguarding Team – **LSE.Safeguarding@lse.ac.uk** or **07840 961662**.



Is it an emergency?

If you believe someone is at immediate risk of harm or abuse, call the Emergency Services on 999.

If you call 999, also alert LSE Security or your Hall Reception straight away, so they can expect police attendance on site.

On campus contact LSE Security on **020 7955 6555** or **666** using internal phones.	In an LSE Hall of Residence contact the Reception or Halls Wellbeing Team on **0800 058 4100**.

Document Control

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