Safeguarding & Student Protection Policy

1. Policy Statement and Purpose

C3S Business School is committed to providing a safe, secure, and inclusive environment that promotes the well-being of all students, staff, and visitors. Safeguarding at C3S is defined as the proactive protection of students from maltreatment, the prevention of impairment to their health and development, and the assurance that all learners are afforded an environment consistent with safe and effective care.

2. Regulatory Framework

This policy operates within a tripartite regulatory structure to ensure global compliance:

- **Spanish Jurisdiction:** Compliance with Organic Law 2/2023 (LOSU) and the Spanish Constitution regarding the rights and safety of the individual.
- **UK Quality Code:** Adherence to the **UK Quality Code for Higher Education**, specifically regarding the oversight of student well-being in collaborative partnerships.
- **Awarding Body Standards:** Alignment with **OTHM** and **Ofqual** regulations concerning "Centre Risk" management and the protection of learner interests.

3. Student Protection Mechanisms

3.1. Physical and Digital Security

- **Campus Safety:** C3S maintains strictly monitored campuses in Barcelona and Castelldefels. All students are required to sign in at reception, and access is restricted to authorised personnel and learners only.
- **Cyber-Safeguarding:** In accordance with our **Risk and Compliance Subcommittee** directives, the school employs advanced firewalls, staff cybersecurity training, and incident response protocols to protect students' digital identities and personal data.

3.2. Prevention of Harassment and Radicalisation

- **Zero-Tolerance Mandate:** The school enforces a zero-tolerance policy regarding bullying, sexual harassment, and discrimination. Any form of victimisation is met with immediate disciplinary investigation by the **Ethics and Compliance Committee**.
- **Prevent and Radicalisation:** As part of our international obligations, C3S fosters a culture of "Cultural Humility" and critical debate, monitoring for signs of radicalisation while protecting the principles of academic freedom.

3.3. Mental Health and Well-being Support

- **Trained Personnel:** Academic advisers and well-being staff are trained to identify students at risk or in distress.
- **Referral Pathways:** C3S maintains clear referral pathways to external professional services for students requiring specialised psychological or medical intervention.

4. Procedural Safeguards for Collaborative Partners

4.1. Disclosure and Reporting

C3S provides confidential and accessible avenues for students to raise safeguarding concerns:

- **Equality & Inclusion Officer:** Direct reporting via info@csss.es.
- **Digital Reporting:** A secure, confidential reporting tool is integrated into the Student Portal for the disclosure of non-emergency concerns.
- **Non-Retaliation:** The school guarantees that any student who speaks up in good faith will be protected from retaliation.

4.2. Staff Vetting and Training

- **Recruitment:** Where required by law, staff undergo relevant background and criminal record checks (e.g., Certificado de Penales) before appointment.
- **Mandatory Induction:** All faculty and administrative staff must complete annual training on **Unconscious Bias**, **Harassment Prevention**, and **Emergency Incident Response**.

5. Governance and Accountability

- **The Risk Register:** Safeguarding is a permanent feature of the **Institutional Risk Register**. Potential threats to student safety are evaluated using a **Risk Matrix** that ranks likelihood and impact.
- **Mitigation and Monitoring:** Each identified risk is assigned a Responsible Officer who oversees a dedicated Mitigation Plan. These plans are reviewed bi-annually by the **Risk and Compliance Subcommittee**.
- **Audit Readiness:** C3S maintains comprehensive, "audit-ready" records of safeguarding incidents and resolutions for review by **AQU Catalunya**, **OTHM**, or **Abertay University** during accreditation visits.