

Admissions Safeguarding Panel Proces 2024/25

- The role of the Safeguarding Panel is to make decisions regarding admission of applicants for initial Teacher Education courses from students who have criminal convictions, court cases pending, or where additional relevant information which causes concern has been disclosed on the Suitability Declaration or communicated in any other way.
- 2. The panel is convened by th€SW Director of Recruitment and Admissions (DoRA) whera decision is needed as to whether
- 3. The panel, convened within 2 weeks of the concern being raised shall normally comprise the following members: Chair Head of Primary/Secondary ITE (as relevant) in the School of Education and Social Work (or their nominee); 3 representatives from Primary/Secondary partnership schools (as relevant) Headteacher or Professional Tutor, who shall have had no previous involvement with the case being considered. The applicant is not required to attend the panel themselvesy (The Dirapplicant and Admissions for the School of Education and Social Work within 24 hours of the meeting.

- 5. If an applicant wishes to appeal a Safeguarding Panel decision, they may do so within one month of receiving the outcome. An appeal is made by the candidate by emailto the Head of School of Education and Social Work ESWHoS@sussex.ac.ulexplaining their case for an appeal.
- 6. The appeals panel shall be convened within 2 weeks of receiving the complaint and comprise the following members; the Headof School of Education and Social Work, ESWSafeguardingLeadand 3representatives from Primary/Secondarypartnership schools (as relevant) Headteacher or Professional Tutor. No panel members should have had any previous involvement with the case.

7.	The outcome of the appeal will be communicated by the Head of School to the complainant by