

# TEACHING MATTERS

F E A S S O C I A T E S

## Being Safe

Safeguarding adults at risk



## You should feel safe

You have the right to be safe from people hurting you, doing bad things to you or making you do something you do not want to do.

When someone does something to you that you do not like it is called **abuse** or **harm**.

There are different ways someone can harm you.



**Abuse is wrong.**

## What is abuse?

Abuse is when someone says or does something that:

- ✗ Hurts you
- ✗ Takes advantage of you
- ✗ Frightens you
- ✗ Makes you unhappy

There are different kinds of abuse.

**Physical abuse** is when someone hurts your body, this could be by hitting or kicking you; pushing or shaking you; giving you too much medication.



**Domestic violence** is abuse that happens at home and includes violent or controlling behaviour towards another member of the household.



**Sexual abuse** is when someone:

- ✗ touches parts of your body you do not want them to touch
- ✗ makes you touch them
- ✗ makes you have sex with them



**Financial abuse** is like stealing. It is when someone:

- ✗ Takes your money without asking
- ✗ Takes your things without asking
- ✗ Makes you pay for things which are not for you
- ✗ Does not let you choose how to spend your money

**Emotional abuse** is when someone says bad things.

This could be:

- ✗ Shouting at you
- ✗ Laughing at you
- ✗ Calling you names
- ✗ Ignores you
- ✗ Treats you like a child
- ✗ Blames you for things that are not your fault



**Modern Slavery** is when someone forces you to do something – this could be forcing you to work for little or no money or even forcing you to get married.



**Discrimination** is when someone is mean to you because you are different – they may say or do bad things to you because of:

- The colour of your skin
- Your disability
- Your age
- Your religion
- Where you come from
- Your sexuality

Discrimination is also when someone treats you unfairly because you are different.



**Organisational abuse** is about bad practice in a company, this could be anywhere including where you

live or where you work. This kind of abuse can lead to neglect.

**Neglect** is when someone is not looked after properly. This could mean:

- X** Often being hungry
- X** Often being cold
- X** Having no clean clothes
- X** Being or feeling in danger

**Self-neglect** is also a kind of abuse. This is when someone is not looking after themselves properly.

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## Who can abuse you?

Anyone could abuse you and anyone could behave in a way that is abusive. The person could be:



- A worker or a member of staff
- A carer
- A family member
- A friend or a friend of the family
- Another adult at risk of harm

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## Where can abuse happen?

Abuse can happen **anywhere** and at **any time**. It could happen:

- At home
- At work
- When you are out and about
- Where you study
- At a day service
- In a hospital

## What should you do?

- ✓ Tell someone you trust
- ✓ Tell someone as soon as you can

## Who can you talk to?

- ✓ Your module tutor
- ✓ Your coach or mentor
- ✓ Your line manager
- ✓ Teaching Matters' Designated Safeguarding Officer (see below for details)
- ✓ The police
- ✓ A member of your family
- ✓ A friend
- ✓ Your doctor or nurse

## Who to contact at Teaching Matters:

Donna Clifford – Designated Safeguarding Officer

[donna.clifford@fea.co.uk](mailto:donna.clifford@fea.co.uk)

07841 210335/07769 973351

Judith Richardson – Director of Operations

[Judith.richardson@fea.co.uk](mailto:Judith.richardson@fea.co.uk)

01454 617 707

## What happens next?

We will:

- Listen to you
- Give you help and support
- Provide you with relevant contacts to support agencies

## Safeguarding and the Prevent Duty

Safeguarding is intended to promote the welfare of our learners, especially those who are most vulnerable, by helping to protect from bullying, harassment, abuse of any kind, discrimination or victimisation.



### Prevent Strategy

Under the Prevent Duty, this also includes supporting any learners who are at risk of being radicalised or drawn into

terrorism by challenging the spread of terrorist ideology and providing early intervention designed to divert people away from terrorist activity. This does not mean we discourage our learners from having political or religious views and concerns but rather it is about supporting learners to act upon concerns in non-extremist ways.

If you feel you have been subject to, or have witness, any of the above, you are encouraged to let us know. We promise to take anything you tell us seriously.

## British Values

We are committed to equality and promoting British values of democracy, rule of law, individual liberty and mutual respect and tolerance for those with different faiths and beliefs to all our learners as part of their learning experience.

Throughout your learning experience with Teaching Matters, we will make sure that individual views are heard and valued; discussion and debate is encouraged, and opportunities are taken to explain rights and responsibilities. We encourage and support all our tutors to use every opportunity to make sure that all learners respect and reinforce British values whilst creating a space for debate and conversations.

Teaching Matters actively promotes British values by aiming to:

- ✓ Keeping you safe: all members of our staff and volunteers are required to complete Safeguarding training including training on radicalisation
- ✓ Promote respect and tolerance, regardless of background
- ✓ Celebrate difference and promote diversity
- ✓ Encourage an understanding of the difficulties other cultures face where such values are not respected



In order to do this, we:

- ✓ Provide staff development and training
- ✓ Ensure learners have a voice that is listened to and valued
- ✓ Encourage learners to become responsible learners, critical thinkers and to actively participate in their own learning and development
- ✓ Promote British values in everything we do

## Further Information

If you need information and advice about domestic abuse, anti-slavery or Prevent visit: (click on logo for live link)



## Online Safety Tips

Online safety begins with you. Read the following top tips for staying safe on the Internet and find out what you can do to help protect your devices, information and yourself online <http://aka.ms/onlinesafetyresources>

**Defend your computer, tablet and phone** - Safeguard your devices from viruses, spyware and other malicious software by keeping your software current and up to date.

**Protect your data** – Your data is valuable. Shield sensitive information with strong passwords and remember to keep them secret. Back up your data regularly.

**Be careful where you click** – Viruses, spyware, bots, Trojan horses, worms, hoaxes. There are many online risks – knowing about them is key to avoiding them. Think before you open attachments or click on links in emails, even if you appear to know the sender.

**Guard your digital identity** – Sharing personal information without thinking can expose you to serious risk such as identity theft, fraud and online stalking. Be cautious about what, and where, you post online.



**Avoid online scams** – Phishing scams, malware and data breaches are commonly used by online thieves to collect your personal data. They can use that information to impersonate or defraud you. Treat suspicious emails with caution.

**Share safely** – We are sharing more information than ever in businesses and at home. Use a secure, password protected platform to share files while keeping data safe.

**Do not expose yourself to online risks** – Internet safety begins with you. Stay away from websites that look suspect or unsafe. If in doubt, do not click!



**Shop smart** – When you are shopping online, look for assurances that the website will secure your transaction and keep your payment information safe. Never pay bills, bank or shop on a public computer.

**Upgrade your browser** – Every time you open a web page, you are using your browser. Make sure you are using the latest version and take advantage of all its privacy and security features.

## Staying safe on social media

- ✓ Set your profiles to private. Think carefully about what you post online and who you want to see it.
- ✓ Remember anything you post can be shared
- ✓ Recognise fakes and fake accounts
- ✓ Spring clean your contacts
- ✓ Block anyone who bothers you
- ✓ Protect your identity
- ✓ Watch out for suspicious messages



**For more information visit:**

