

## What happens if I tell staff I'm worried or unsafe?

If you ever feel worried, scared or unsafe, you should tell a member of staff.

It can be hard to tell staff about things that are happening, either at home, college, or online, especially if you don't know what will happen after you have told someone.

This will explain how we will help.

### **Step 1**

You have done the right thing by talking to staff. We will take you seriously and do our best to help you.

Staff will ask you what you want to happen next.

Your choices are important.

### **Step 2**

We will need to tell someone in the safeguarding team (look for the yellow posters around the college).

### Step 3

We might need to tell other staff members, like your personal tutor, so that they can help you.

We will let you know who else we need to talk to.



#### Option 1

The safeguarding team might need to tell other people, too. They might call:

- Social care
- The police
- Your parents or carers (if you are over 18, we won't call your parents or carers unless you want us to)

We will let you know what will happen next and involve you as much as possible.



#### Option 2

If we don't need to call anyone else, we will talk to you about how college will help you.

We can put a plan in place to help you to feel happy and safe at college.

### Step 4

Staff will check how you are doing.

You can always talk to staff again if you need to talk about anything else.

