

STUDENT SAFEGUARDING INFORMATION



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INTRODUCTION TO SAFEGUARDING

WHAT DOES SAFEGUARDING MEAN?

Craven College is committed to providing a safe and welcoming environment in which to work and learn. Safeguarding involves keeping children, young people and adults safe from a wide range of potential harm.

HOW DOES CRAVEN COLLEGE KEEP STUDENTS SAFE?

There are a number of ways in which the College ensures the safety and wellbeing of its students and staff:

- Ensuring IDs are always worn by staff and students
- Advice about healthy lifestyles during group tutorials
- Progress Coaches who can support and advise in 1-1 tutorials
- Student Support Services can help with a wide range of pastoral issues
- Counselling Service

The advice that follows in this booklet covers specific safeguarding issues which may affect you, or someone you know during your time at College, or that may have affected you in the past. If you feel worried, confused or upset by any of the information don't hesitate to talk to your Progress Coach or a member of the Student Support Services Team. A number of helplines are listed.

The safeguarding information in this booklet relates to the document updated by the Department for Education in September 2021 entitled 'Keeping Children Safe in Education' which contains statutory guidance for schools and colleges.



BULLYING & CYBER BULLYING

WHAT IS BULLYING?

Bullying can take many different forms and can be physical or emotional. It involves one individual, or group deliberately hurting or upsetting another individual or group. Cyber bullying involves someone being bullied by e-mail, instant messaging, social media websites (such as Facebook) or text messages. It could be that someone is writing nasty or upsetting comments about you or perhaps uploading embarrassing photographs or videos. Being bullied can make you feel lonely and depressed and you may start avoiding social situations or feel like you don't want to come to College.

WHAT SHOULD I DO IF I'M BEING BULLIED?

Craven College has a zero tolerance to bullying and incidents should be reported so they can be dealt with quickly and effectively. It can be difficult to ask for help but if you talk to your tutor, a trusted member of staff or Student Support Services they can help and support you and ensure the issue is tackled.

You may also want to call one of the helpline numbers below or go to one of the websites where you can receive advice and support online. If you are being bullied online or via text messages it is really important not to respond to the messages. You should save them or take a screen shot so you have a record of what has happened and report it as soon as you can. Many websites have a 'report abuse' button so that on-line bullies can be dealt with.

WHO CAN HELP?

Your Progress Coach or trusted member of staff / Student Services

www.bullying.co.uk

www.thinkuknow.co.uk

www.ceop.police.uk

Childline: **0800 1111**

The Samaritans: **116 123** for confidential advice and support.

In some situations, the police may need to be involved.

CHILD OR YOUNG PERSON GOES MISSING

(From Education, Home or Care)

All young people, regardless of their circumstances, are entitled to a full-time education which is suitable to their age, ability, aptitude and any special educational needs they may have.

A student going missing from education, home or care is a potential indicator of abuse or neglect. College staff follow the college's procedures for dealing with students that go missing from education, particularly on repeat occasions,

to help identify the risk of abuse and neglect, including sexual exploitation, and to help prevent the risks of their going missing in future. This is why the College has strict attendance policies and will follow up on all absences.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Services. If you are concerned about a young person you can also call the NSPCC 24 hour helpline on **0808 800 5000** or text **88858**.



CHILD SEXUAL EXPLOITATION

WHAT IS CHILD SEXUAL EXPLOITATION?

Child sexual exploitation is a situation where a young person, under the age of 18 is being pressured or forced into a sexual relationship with someone else because that person is giving them something in return. It could be that the young person is receiving money, food, drugs, housing, gifts or even just affection in return for sex.

HOW DOES IT HAPPEN?

It could be that an older person has spent a long time getting to know a young person, in order to then initiate a sexually exploitative relationship, often making them feel special by giving them gifts or lots of attention– this process is known as ‘grooming.’

Even if someone says they care about you and sometimes makes you feel really good, it's wrong for them to make you feel upset or frightened and it's wrong for them to try and control you or pressurise you.

WHO DOES IT HAPPEN TO?

Sexual exploitation can happen to anyone, boys or girls and sometimes it can be difficult to know when you are being exploited. It might feel like someone is being really nice to you, but that doesn't mean that they aren't going to end up doing something bad.

Being sexually exploited in this way is never the fault of the young person and there are lots of ways in which you can get help if you find yourself in this situation.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Support Services.

In an emergency call **999**

Childline: **0800 1111**

If you are concerned about a young person you can also call the NSPCC 24 hour helpline on **0808 800 5000** or text **88858**.

DOMESTIC VIOLENCE & ABUSE

WHAT IS DOMESTIC VIOLENCE AND ABUSE?

Domestic violence is abuse which takes place between two people over 16 who are in an intimate relationship together or are family members.

The abuse can take many forms including: Psychological, Physical, Sexual, Financial and Emotional abuse.

Domestic abuse can happen to anyone, no matter what your gender or sexuality, and it may not always or exclusively involve violence i.e. being hit, punched or kicked. It could be that your partner or a family member threatens you, shoves or pushes you or makes you feel scared or frightened. They may act in a very possessive or jealous way and try to control what you do and where you go, or make you feel bad about yourself by insulting you and making hurtful remarks.

WHAT TO DO IF IT HAPPENS TO YOU

It can be difficult to tell someone that you are experiencing domestic violence. It may be

that you feel it is your fault or that your loved one is going through a bad time and will soon change. However, this form of abuse is serious and if it happens to you it is really important that you tell someone so that you can get help.

It is important to seek help before you find yourself in an emergency situation when abuse has escalated. You must remember that it is not your fault and that you are not alone.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Services.

In an emergency call **999** National Domestic Violence Freephone helpline open 24 hours **0800 970 2070** or text **60777**

National Centre for Domestic Violence **www.ncdv.org.uk** or **0844 8044 999**

Men's Advice:
info@mensadvice.org.uk or **0808 801 0327**

FABRICATED OR INDUCED ILLNESS

WHAT IS FABRICATED OR INDUCED ILLNESS?

There is a rare form of abuse known as fabricated/induced illness which is also sometimes referred to as 'Munchausen's by proxy'. This involves a care-giver (usually a parent) pretending that their son or daughter is ill or faking or inducing symptoms of illnesses. This may take the form of a carer convincing their child they feel ill when they are in fact healthy, using poisonous substances to induce illness, faking medical test results or medical history and records or exaggerating or inventing symptoms. A parent or carer will usually seek medical help and their child may receive unnecessary medical treatment. Fabricated or induced illness is equally common with boys and girls.

WHY DOES IT HAPPEN?

The motivation for carers who fabricate illness in their children is unclear, but often the perpetrators have an underlying personality disorder or other mental health issues. Victims of fabricated or induced illness can develop long term health problems, both physically and emotionally.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Support Services

Childline **0800 1111**

If you are worried about a child contact the NSPCC **www.nspcc.org** or call their 24 hour helpline on **0808 800 5000**.



FAITH ABUSE

WHAT IS FAITH ABUSE?

Faith abuse is a type of abuse linked to faith, religion or belief. The belief in witchcraft, possession and supernatural forces can result in extremely serious cases of child abuse. When faith abuse happens, adults may believe that a child has been possessed by the devil or that they are a witch and this may be used to explain any behaviour which the adult disapproves of.

There may be attempts to 'cure' or punish the child which then furthers the abuse. Children with disabilities can be at an increased risk and the abuse may come from one individual, but wider family members, communities and faith leaders may also be involved.

Abuse may be physical, emotional, sexual or may take the form of neglect.

IS IT ILLEGAL?

Faith abuse is a crime. Although everyone's religion, culture and beliefs should be respected, beliefs that lead to abuse cannot be tolerated.

If this issue has affected you or someone you know it is important to seek help.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Support Services

Childline **0800 1111** /Children & Families Across Borders CFAB.org.uk or advice line: **020 7735 8941**

If you are worried about a child contact the NSPCC **www.nspcc.org** or call their 24 hour helpline on **0808 800 5000**

FEMALE GENITAL MUTILATION (FGM)

WHAT IS FEMALE GENITAL MUTILATION?

Female genital mutilation (FGM) comprises all procedures that involve partial or total removal of the external female genitalia, or other injury to the female genital organs for non-medical reasons. It is estimated that between 100-140 million women and girls have been subjected to FGM. Official WHO (World Health Organisation) FGM is illegal in the UK and must be reported.

WHY DOES IT HAPPEN?

FGM is cruel and harmful. There are a number of reasons used to justify it which include motives such as culture, religious beliefs, tradition and hygiene. Although different beliefs should be respected, beliefs which lead to abuse cannot be tolerated. Female genital mutilation can lead to short term consequences such as pain, shock, infection and fatal haemorrhaging as well as long term problems such as a severely damaged reproductive system, repeated infections and psychological trauma.

WHO CAN HELP?

If you or someone you know has been affected by this issue it's really important to tell someone so that they can help you cope with the consequences. There are specialist clinics which can help with the physical and psychological effects of FGM. If you are concerned that your family may intend this for you or another family member then you must tell someone as soon as possible.

Your Progress Coach, a trusted member of staff or Student Support Services

Childline **0800 1111**

FORWARD is an African Diaspora women led UK-registered campaign and support charity dedicated to advancing and safeguarding the sexual and reproductive health and rights of African girls and women **www.forwarduk.org.uk**

If you are worried about a child contact the NSPCC **www.nspcc.org** or call their 24 hour helpline on **0808 800 5000**

FORCED MARRIAGE

WHAT IS FORCED MARRIAGE?

Everyone has the right to choose who they marry, when they marry and if they get married at all. A forced marriage is one where one or both spouses don't want to get married but are doing so because they are being pressured, intimidated or forced to do so.

The pressure to get married will usually come from parents and other family members and may be physical, emotional, psychological, sexual and financial.

Victims may be told they will bring shame on their family if they do not go ahead with the marriage and this can be very intimidating. In June 2014, a new law was passed which means that forcing someone to get married is now an offence and can result in a prison sentence of up to seven years.

IS IT THE SAME AS ARRANGED MARRIAGE?

No. In an arranged marriage, a family will choose a possible spouse but both partners will be involved in the decision-making

process and have the right to say no if they do not want to go ahead with the marriage.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Support Services

Childline **0800 1111**

The Forced Marriage Unit can offer advice and practical help about how to stop a forced marriage or how to get out of a marriage you have been forced into. They can also help if you are worried you will be taken out of the country to be married.

www.gov.uk/stop-forced-marriage

www.freedomcharity.org.uk

If you are in danger of immediate harm or are about to be taken out of the country for a forced marriage call **999**

GANGS & YOUTH VIOLENCE

WHO GETS INVOLVED IN GANGS?

Most young people never get involved in gangs or violence. However, there are some individuals, both male and female who are vulnerable to this and it can result in them being harmed or harming other people. Many young people involved in gangs and violent behaviour are victims of crimes as well as offenders. Being involved in a gang can involve violence, sexual exploitation, weapons, drugs and criminal activity.

WHY DO PEOPLE JOIN GANGS?

People get involved with gangs for a number of reasons. These can include wanting to be respected, to feel they belong, to make money, boredom, feeling protected and because other friends and family are already involved. Although, it can sometimes feel you have no choice but to get involved, or feel there is no way out. Being involved in a gang can mean you are unable to have the freedom to do what you want and you may feel pressurised or

be threatened to do things you don't want to do.

WHAT ARE THE CONSEQUENCES?

Being involved in a violent gang can have serious long-term consequences for you. Members of gangs involved in illegal activity will face criminal prosecution.

WHO CAN HELP?

If you are involved in a gang or are being pressurised into joining, there are a number of ways in which you can get help:

Your Progress Coach, a trusted member of staff or Student Services

Childline **0800 1111**

If you are worried about a child contact the NSPCC on www.nspcc.org or call their 24 hour helpline on **0808 800 5000**

A number of other agencies can offer support: the local authority, local police and Youth Offending Team.

GENDER BASED VIOLENCE AGAINST WOMEN

WHAT IS GENDER BASED VIOLENCE AGAINST WOMEN?

This term is used to describe violence and abuse that is specifically targeted towards women. It includes rape and sexual violence, domestic abuse, female genital mutilation and forced marriage. Sometimes women experience violent behaviour from strangers but they may also be the victims of violence from people they know or are in a relationship with.

Domestic and sexual violence often takes place behind closed doors and women may suffer in silence, feeling too frightened or ashamed to tell anyone, but the women involved are not responsible for the violence being inflicted upon them and should seek help in order to end it.

HOW CAN IT BE STOPPED?

There is a lot of support available to help women who are the victims of violence. The first step is to talk to someone if this is something which is happening to you. In March 2014 a new law known as the Domestic Violence Disclosure

Scheme or 'Clare's Law' was introduced which allows individuals to check with the police to find out if their partner has a history of domestic violence.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Support Services

Refuge is a charity which supports women who are the victims of domestic violence and they run a free 24 hour helpline: **0808 2000 247** or visit **www.refuge.org.uk**

www.womensaid.org.uk

www.rapecrisis.org.uk

www.forwarduk.org.uk (female genital mutilation)

www.freedomcharity.org.uk (forced marriage)



HOMELESSNESS

ARE YOU HOMELESS, SOFA SURFING OR AT RISK?

There are lots of reasons why young people become homeless. Relationship breakdown, usually between young people and their parents (or step-parents), is a major cause of youth homelessness this can be due to arguments, relationship breakdown or being told to leave.

Everyone deserves a safe and stable place to live. The housing system can be confusing, but there is help out there and you don't have to wait until you're on the streets before you can get it.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Support Services

The Centrepoint Helpline can give you help with housing if you're at risk of becoming homeless or don't feel safe in your home; **0808 800 0661** (Monday-Friday, 9am-5pm).

They have also created these guides to help you find the right support: **<https://centrepoint.org.uk/youth-homelessness/get-help-now/>**



MENTAL HEALTH

WHAT IS MENTAL HEALTH?

Mental health is also referred to as emotional health or wellbeing and it is just as important as your physical health. Good mental health doesn't just mean that you don't have any mental health problems, it should mean that you are able to positively engage in all aspects of your life, including college, friends and family and your leisure time. You should be able to cope with everyday problems and fulfil your potential, however, everyone reacts to challenges and difficulties in their lives differently. Some people find it easy to manage their emotions and problems, others may find it harder and need support. There are a number of mental health problems and some of the more common ones include: Depression • Anxiety and panic attacks • Self-harm Suicidal thoughts and feelings • Phobias • Eating disorders Obsessive Compulsive Disorder (OCD)

WHAT TO DO IF YOU ARE WORRIED ABOUT YOUR MENTAL HEALTH

Some people feel embarrassed talking about their mental

health or see it as a sign of failure or weakness. However, mental health issues are very common and with the right support most people learn to manage their difficulties and live a happy fulfilling life. Talking about how you feel is the first step and will lead you to getting the support you need.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Support Services and the College Counselling team. Your GP will support you and refer you when necessary.

First Response crisis service offers support 24/7 to people of all ages living in Airedale, Wharfedale or Craven experiencing a mental health crisis – **0800 952 1181**
Mental Health Matters Helpline **0800 107 0160** free support from trained staff 24 hours a day.

General mental health issues **www.mind.org** or **www.youngminds.org.uk**
Anxiety and panic advice **www.anxietyuk.org.uk**
Eating Disorders support – **www.beatingdisorders.co.uk**

ONLINE SAFETY

WHAT IS ONLINE SAFETY?

Online safety involves making sure young people are safe and secure when they are using the internet. It includes mobile phones, games consoles, wireless technology and social networking.

The internet can be a great way of staying in touch with friends and can be used in a number of ways to help you learn while you are at College but it's really important that you understand the risks and know how to use it safely and responsibly.

If you encounter anything online which is worrying or upsetting make sure you tell someone or report it via a 'report abuse' or CEOP button or using one of the support websites or helplines.

HOW CAN I STAY SAFE ONLINE?

- Remember, you can't trust everything you read/see on the internet
- Not everyone is who they say they are online
- Don't meet up with people you

have only ever met online

- You have the right to keep information private, you don't have to tell people things if you don't want to • Be cautious when filling out online forms and questionnaires
- Pictures, messages & videos are out of your control once they're online
- If upsetting pictures or messages of you or about you are posted you have the right to report them and ask for them to be removed
- Inappropriate behaviour and online (cyber) bullying should be reported immediately
- Always use respectful and appropriate language and behaviour online. Anything which is upsetting or offensive should be reported.

HOW DO I REPORT PROBLEMS?

Most social networking sites and a number of other websites have a button you click to report abuse or inappropriate behaviour.

If you are being sent offensive images or messages, do not respond. You can take a screen shot of an inappropriate message and report it.

WHO CAN HELP?

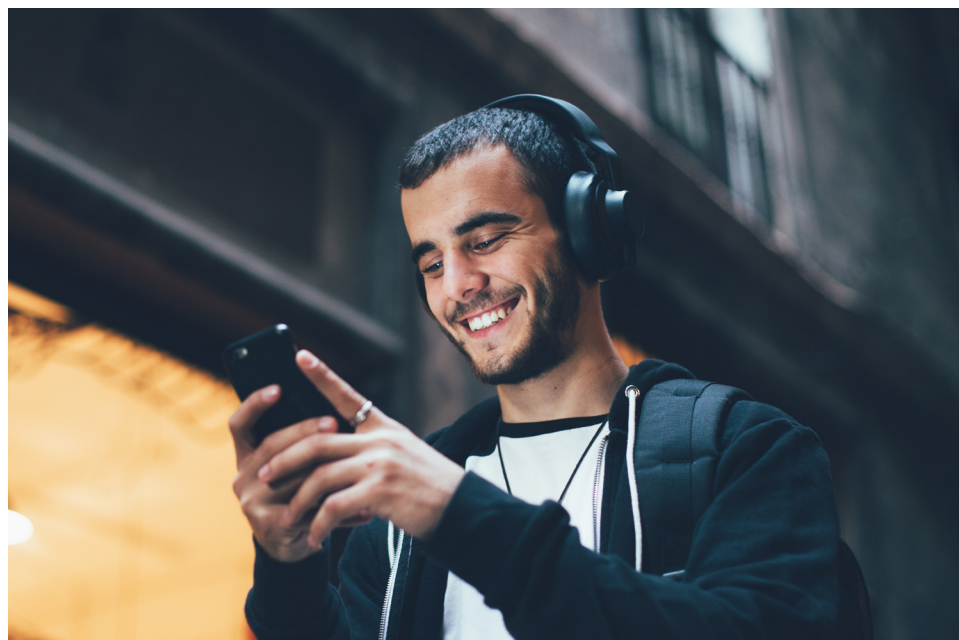
Your Progress Coach, a trusted member of staff or Student Services

www.ceop.police.uk

www.thinkuknow.com

Childline **0800 1111**

Student handbook 'Online Safety' is available on Moodle and has more advice on online safety.



PERSONAL SAFETY

Personal safety is important when taking part in any kind of learning. Everyone has the right to be and feel safe.

Your responsibilities are to keep yourself safe and to respect other people's rights to safety.

TOP TIPS FOR PERSONAL SAFETY

- When you go out make sure someone knows where you are going, who you are meeting and when you expect to return
- Always make plans for your journey home in advance
- When out at night, stick to busy, well-lit areas
- Walk facing on-coming traffic
- Keep your valuables in a cross-the-body bag and keep it zipped up
- Ensure you have an 'ICE' (In Case of Emergency) number in your mobile phone
- Remember– alcohol can reduce your awareness, judgement and can affect your ability to make safe and

sensible decisions

- Know your safe limits when drinking alcohol and make sure you stay with your friends and keep an eye on their safety too
- Don't meet up with people you have only ever met online. You don't know if you can trust them and if they are who they say they are
- Personal alarms are available from Student Services
- Avoid using your phone for long periods or listening to music when you are out as this can make you less alert to danger



PREVENT

WHAT IS PREVENT?

Prevent is a Government programme which helps to safeguard young people and vulnerable adults from being drawn towards supporting extremism or terrorism. It aims to protect people from exploitation by radical groups or acting in extreme ways. The Prevent Duty is not about preventing students from having political and religious views and concerns but about supporting them to use those concerns or act on them in a non-extremist way.

WHAT IS EXTREMISM?

There are certain forms of extreme behaviour which are

illegal and call for violence against others, incite hatred or try to inspire acts of terrorism. Exposure to violent extremism or extremist material is a significant safeguarding concern and we will always challenge this.

WHAT IS RADICALISATION?

Radicalisation is the process by which a person comes to support terrorism or the forms of extremism which can lead to terrorism. Extremists or extremist organisations may try to take advantage of young people and vulnerable adults as a way to share their message and view with others. Exploitation of young people and vulnerable adults in to this position is a form of grooming.



BRITISH VALUES

At Craven College we believe in creating an ethos that promotes 'British values' at every level.

- Democracy
- Individual liberty
- The rule of Law
- Mutual Respect and tolerance
- Equality

We are dedicated to promoting these values to ensure our learners develop a strong sense of social and moral responsibility, become well-rounded individuals, are respectful to other and are able to contribute effectively to the wider community.

WHO CAN I TALK TO?

If you feel you are being drawn into a group with extreme ideas or are being pressurised to get involved with a group, talking through how you are feeling can help you get a different perspective. If you feel that someone you know is at risk of becoming involved in an extremist group it's also important to tell someone about

this. The local authority and local police can help support you and offer information and advice.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Services

Police (non-emergency) **101**

www.met.police.uk/tell-us-about/possible-terrorist-activity

Anti-Terrorist Hotline on **0800 789 321**

RUN. HIDE. TELL

Below is the official Counter Terrorism Policing Teams advice as to what to do in the unlikely event of being caught up in a situation where you are fearful for your safety. It only takes 4 minutes to watch but may just save your life. We encourage all of our students to watch it.

<https://www.npcc.police.uk/NPCCBusinessAreas/WeaponAttacksStaySafe.aspx>

RUN to a place of safety. This is a far better option than to surrender or negotiate. If there's nowhere to go, then...

HIDE It's better to hide than to confront. Remember to turn

your phone to silent and turn off vibrate. Barricade yourself in if you can. Then finally and only when it is safe to do so...

TELL the police by calling **999**.

If you've seen or heard something that could suggest a terrorist threat to the UK, report it at The Metropolitan Police website www.met.police.uk using their quick and confidential online tool under Tell Us About. They monitor this service 24 hours a day.

The Met hosts this reporting service on behalf of all UK police forces.

SEXUAL VIOLENCE & SEXUAL HARASSMENT

Experiencing sexual harassment or violence can be very difficult to work through on your own.

If you have experienced any form of sexual harassment, violence or misconduct, or know someone who has, there is practical and emotional support available within the College and externally. This support is available whether the incident happened very recently or a long time ago.

There is a dedicated support network within Student Services who can provide students with

information on support services available and reporting options.

The College takes reports of this nature very seriously and want to reassure you that you will be taken seriously and we will take all steps available to us to support you and keep you safe.

You can find all the information that you need about the support that is available and the options for reporting within our policy: Guidance for students who have experienced sexual harassment, violence or misconduct.

SEXTING

WHAT IS SEXTING?

Sexting is when someone sends naked or sexually explicit pictures of themselves (or someone else) through their mobile phones or online.

Sexting can also involve videos and rude messages.

WHY DO PEOPLE DO IT?

Sexting can happen for many reasons and it is very easy to get drawn into an inappropriate exchange of messages. It may feel like everyone is doing it or that you need to prove to someone you are sexually confident or experienced.

It could be that you really trust the person you are messaging or that you are involved in a sexual relationship with them so feel it is ok to send them pictures of yourself.

WHY IS IT A PROBLEM?

Before you send a message think about the following issues:

- Once you send the picture, you have lost control of where it goes - it could end up

anywhere on the internet or on people's personal devices e.g. phones

- Even with instant messaging/photos e.g. WhatsApp, people can take a screenshot or save your message/picture and send it on
- Would you be comfortable if a parent, teacher or friend saw what you were posting?
- Do you definitely know who you are sending the picture to? People you meet online may not always be who they say they are
- Why are you doing it? There are lots of ways to show someone you care about them. Never feel pressurised into doing something you are not sure about
- Remember a quick message or picture can have serious long-term consequences

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Support Services

Report inappropriate on-line behaviour at **www.ceop.police.uk**

Thinkuknow.co.uk offers advice and support for staying safe online

Childline **0800 1111**

Student handbook “Online Safety” is available on Moodle and has more advice on online safety.



SUBSTANCE MISUSE

WHAT ARE SUBSTANCES?

'Substances' in this context refers to alcohol, tobacco, illegal drugs, and medicines which are legal but create a 'high' feeling when taken. Although many young people want to know about substances, alcohol and others, all those listed above are potentially very dangerous and can lead to long term health issues, addiction and even death.

WHY DO PEOPLE TAKE SUBSTANCES?

There are lots of reasons why people take substances or start to smoke or drink. Often peer pressure plays a strong part when someone tries a substance for the first time so it is important to consider the risk you are taking and the benefit you are gaining.

You should never feel pressurised into doing something you don't want to do, and if you find yourself in that situation it is important to tell someone about it. Legal substances such as tobacco are associated with a whole range of health problems and alcohol

can have a serious impact too, both physically and in terms of how it affects your judgement when you are drunk.

ZERO TOLERANCE

Craven College operates a zero tolerance policy towards illegal substances. Any student involved in a substance related incident will be excluded as outlined in the Student Disciplinary policy.

WHO CAN HELP?

If you have become involved in substances or are dependent on them (including tobacco and alcohol) then you can get lots of support to give them up for good.

Your Progress Coach, a trusted member of staff or Student Support Services

Frank offers information and advice **www.talktofrank.com**

For alcohol advice **www.drinkaware.co.uk**

For advice on giving up smoking visit **www.nhs.uk/smokefree**

TEENAGE RELATIONSHIP ABUSE

WHAT IS TEENAGE RELATIONSHIP ABUSE?

Relationship abuse is when someone you are in a relationship which hurts or upsets you. Abuse doesn't just happen in adult relationships or marriages, it can affect all people, including young people and teenagers in relationships. There are different types of abuse which can happen in a relationship:

- Emotional abuse
- Name-calling and insults
- Controlling behaviour and checking up on you
- Being made to feel you're worthless, that the abuse is your own fault
- Physical abuse
- Hitting
- Kicking and punching
- Using weapons
- Sexual abuse
- Forcing you to have sex
- Touching or kissing you when you don't want to be touched
- Not being allowed to use contraception
- Being made to watch pornography
- Financial abuse
- Taking your money or controlling what you do with it
- Making you buy things for

other people

- Making you work or stop you getting a job

All types of abuse can make you feel scared, depressed and ashamed. You may feel that you just can't go on and this is why it is so important to get help.

WHO CAN HELP?

These types of abuse should not be tolerated and it is important to remember that it is never your fault. There is lots of help and support available, and if this issue affects you the first step is to tell someone.

Your Progress Coach, a trusted member of staff or Student Services

Childline **0800 1111**

National Domestic Violence Helpline **0808 2000 247**

Respect Not Fear helps you decide what is a healthy relationship **www.respectnotfear.co.uk**

The Hideout is for young people experiencing domestic abuse **www.thehideout.org.uk**

PEER ON PEER ABUSE

WHAT IS PEER ON PEER ABUSE?

Peer-on-peer abuse is abuse that happens between young people, or between people of a similar age and situation, like students in school or college.

It includes bullying, physical abuse, sexual violence, sexual harassment and sexting, in fact it can include any form of verbal, written or physical action that causes harm or distress. You do not have to put up with this, don't be afraid to report any concerns that you have. We always take peer on peer abuse seriously and will follow up on any allegations or concerns, supporting everyone involved. Peer on peer abuse is never just banter or a part of growing up.

It is a serious matter that will be dealt with through our student code of conduct, disciplinary and pastoral support process. "Upskirting" is a form of peer on peer abuse and since April 2019 has been listed a criminal offence. Upskirting normally involves taking a picture under a person's clothing without them knowing with the intention of viewing their genitals or buttocks to obtain sexual gratification, or to cause upset to the victim.

Upskirting often occurs in a public crowded place, making it hard for the victim to know that a photograph is being taken, victims are often distressed and feel humiliated.

UPSKIRTING - A CRIMINAL OFFENCE

On 12 April 2019, a new law banning the invasive practice came into force across England and Wales and offenders can now be arrested and sent to prison. The criminal offence of 'upskirting' was created under the Voyeurism Act.

In an emergency call **999**

Childline **0800 1111**

If you are concerned about a young person you can also call the NSPCC 24 hour helpline on **0808 800 5000** or text **88858**

WHO CAN HELP?

Speak to your Progress Coach, a trusted member of staff or Student Services

TRAFFICKING

WHAT IS TRAFFICKING?

Trafficking involves people or children being moved away from their communities by the use of violence or deception in order for them to be exploited in some way. This could mean they are forced to work in jobs they do not want to do, used as slaves or sexually exploited.

Adults are often the victim of trafficking because they are promised jobs and opportunities in a new country, but when they arrive they find out these don't exist and they are forced into jobs they do not want and work in terrible conditions. Their passports are usually removed and as they have no documents they are too scared to go to the authorities for help.

WHAT IS CHILD TRAFFICKING?

Child trafficking refers to any child under 18 who is trafficked and is considered to be a form of abuse in its own right, though child trafficking usually also involves other forms of abuse and neglect. Trafficked children are often hidden and may not realise they have been the

victim of trafficking. Language barriers may also stop them seeking help. Human trafficking is considered a criminal activity and is illegal.

WHO CAN HELP?

Your Progress Coach, a trusted member of staff or Student Services

Childline **0800 1111**

African Nations Unite Against Child Abuse **www.afruca.org**

If you are worried about a child contact the NSPCC **www.nspcc.org** or call their 24 hour helpline on **0808 800 5000**

Children & Families Across Borders advice line: **020 7735 8941** or **www.cfab.org.uk**

REPORTING SAFEGUARDING ISSUES

WHAT HAPPENS WHEN I TELL A MEMBER OF STAFF ABOUT A PROBLEM I HAVE?

If you have any worries or concerns during your time at College, there are lots of people you can talk to including your Progress Coach and members of Student Support Services. If any of the issues in this booklet have affected you or someone you know then it is really important to tell someone. When bad things happen, it can be easy to blame yourself but it isn't your fault. By talking about what has happened, you can start getting the support and help you need.

Conversations you have with members of staff will be in a secure and safe environment and no information will be shared unless necessary. If you talk to a member of staff about an issue which means that you may be at risk of harm or harming someone else or are involved in something illegal, that member of staff will need to pass the information on to other members of staff and external agencies.

STAFF INVOLVED IN SAFEGUARDING ISSUES

All staff at every site are involved in keeping our students safe, but we have certain members of staff who are experts in this area and these are the people that will deal with specific issues and pass them on to the local authority or police when necessary.



COLLEGE CONTACTS

All Skipton based provision & Aviation Academy:

Deputy Designated Safeguarding Lead & Student Services Manager: Catherine Jackson | Tel: 07921 214 115

Safeguarding Officers:

Mandy Taylor | Tel: 07921743706

Amanda Beck | Tel: 07769165523

Julie Atkins | Tel: 07841986008

Katie Fox | Tel: 07921214113

Email: staysafe@craven-college.ac.uk

Ripon Evolve:

Deputy Designated Safeguarding Lead & Evolve Centre Manager (Ripon Evolve): Bev Skaife | Tel: 01765 608 999

Designated Safeguarding Lead & Vice Principal - Curriculum & Quality: Anita Lall | Tel: 07545 647 038

All members of student support can help with safeguarding concerns.

Never be worried that information you share will be passed on to other students or to a wide range of staff. Safeguarding issues are only shared on a 'need-to-know' basis. When information is shared or passed on it is only because we will always endeavour to do all that we can to keep our students safe, happy and able to achieve their full potential. If any of the issues covered causes you worry or concern then please remember there is always someone at College you can talk to.

Progress Coach

You will see your Progress Coach for 1-1 sessions throughout the year and you can use this opportunity to discuss any issues which may be worrying you. You can arrange a needs-led tutorial if you feel you need to speak to them before your next scheduled 1-1 session.

Student Support Services

When you come into Student Services Hub, there will always be a member of staff who can talk to you. They can offer advice and guidance, make counselling appointments and also refer you to other agencies.

Counselling Service

There is a free counselling service available to all students. To make an appointment, contact Student Support Services or e-mail: **bbloomfield@craven-college.ac.uk**

WEBSITES & HELPLINES

Helpline numbers

Emergencies: **999**

Non-emergency police advice: **101**

Non-emergency health advice **111**

Childline: **0800 1111**

NSPCC: **0808 800 5000**

Mental Health Matters: **0800 107 0160**

The Samaritans: **116 123**

National Domestic Violence helpline: **0800 970 2070** Or text **60777**

Anti-Terrorist Hotline **0800 789 321**

Children & Families Across Borders advice line: **020 7735 8941**

Websites

Bullying UK - Advice and support for those being bullied **www.bullying.co.uk**

CEOP - Child Exploitation and

Online Protection centre
www.ceop.police.uk

Beat - Beating Eating Disorders
www.beatingdisorders.co.uk

Frank - Substance misuse information and advice **www.talktofrank.com**

Mind - Mental health issues
www.mind.org.uk

National Centre for Domestic Violence -
Advice for victims of domestic abuse **www.ncdv.org.uk**

NSPCC - National Society for the Prevention of Cruelty to Children Guidance and advice if you suspect a child is being abused or is in danger **www.nspcc.org.uk**

ThinkUKnow - Online safety
www.thinkuknow.co.uk



ENRICHING LIVES THROUGH LEARNING

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