

# SAFEGUARDING AT YEOVIL COLLEGE



**Safeguarding refers to the provision of a safe learning environment and the protection of young people and vulnerable adults who may be at risk of significant harm.**

Yeovil College is committed to ensuring that the wellbeing of learners is safeguarded and that they are protected from harm. It has a duty to safeguard all learners including apprentices and other employed learners so that they can benefit from their learning experience.

## NOTICE CHECK SHARE

**If you notice something, or someone discloses something to you – discuss it with your *Head Tutor / CAM*. If it is an emergency ring the *Duty Safeguarding Officer\** and complete referral paperwork.**

**DO YOU HAVE ANY CONCERNS REGARDING SAFEGUARDING?  
PLEASE CONTACT THE FOLLOWING NUMBERS FOR ADVICE AND HELP -**

**At college**

**North Dorset**

**Somerset**

**07973 898849**

*\*Duty Safeguarding Officer*

**01305 224134**

**0300 123 2224**

**01202 657279**  
*OUT OF HOURS*

**0300 123 2327**  
*OUT OF HOURS*

**WHAT TO DO IF...  
SOMEONE TALKS TO YOU ABOUT THEIR PROBLEMS THAT INVOLVE SAFEGUARDING ISSUES -**

- 1. Listen.**
- 2. Write a record, quote actual words said by the student if possible. Note the date and sign it.**
- 3. Advise them that you are unable to keep this confidential and that you will need to refer on to another appropriate person.**
- 4. Send details through to a *Safeguarding Officer\**.**