



Lincoln  
Newark  
Gainsborough

# SAFEGUARDING HANDBOOK FOR STUDENTS



# WHAT CAN THE SAFEGUARDING TEAM HELP WITH?

The Safeguarding Team are available to help and support a number of issues that may be affecting you or someone you know. This could be to do with Physical Abuse, Sexual Abuse, Sexual Exploitation, Emotional Abuse, Neglect, Prevent, Bullying and Harassment, Mental Health Emergencies and Homelessness, amongst other things.

The Safeguarding Team are here to help and can be contacted using the details at the end of this booklet.

## WHAT IS SAFEGUARDING?

Safeguarding is the protection of children and vulnerable adults from:

- **Abuse**
- **Maltreatment**
- **Impairment to their health and development**

Safeguarding is about making sure that anyone who is under 18 years of age, or 18 and over with additional needs, is safe and looked after

## CATEGORIES OF ABUSE

There are different types of abuse and these can be described as:

### **Physical Abuse**

Physical abuse can include hitting, shaking, throwing, burning, scalding or suffocating. It can be done on purpose or because someone is extremely careless or reckless. (It can also be where a person fails to protect from harm someone in their care).

### **Sexual Abuse**

This can be contact sexual abuse or non-contact sexual abuse. The abuse is where someone is forced or pushed into doing something they don't, or wouldn't, normally do. This type of abuse can happen online or in person. It can include sexual exploitation where someone under 18 receives something in return for some form of sexual favour. This could be drink, drugs, money, gifts, food or accommodation, but could also include threats and fear of violence or telling others what has been happening.

### **Emotional Abuse**

Emotional abuse is the constant emotional ill treatment of another causing harm to their mental health.

### **Neglect**

Neglect is a failure to meet the basic needs of a child or adult. These aren't just the physical requirements such as food/drink, clothing, warmth but also emotional needs.

### **Child Criminal Exploitation**

Persons under 18 can be exploited by being taken advantage of by others and forced or fooled into committing crime, transporting drugs or working for little or no money. This can include what is known as "county lines" where young people or vulnerable adults are fooled or forced into transporting and selling drugs in different parts of the country.

### **Grooming**

Grooming occurs when an individual or group takes advantage of a child, young person or vulnerable adult in order to get them to do something that they are uncomfortable with, such as a sexual or criminal act. This is often in exchange for gifts and presents.

# BULLYING & HARASSMENT

Bullying is behaviour that hurts someone else. It could involve name calling, hitting, pushing, spreading rumours, threatening or undermining someone.

Harassment is when someone behaves in a way which offends you or makes you feel distressed or intimidated. This could be by abusive comments or jokes, graffiti or insulting gestures.

## IF YOU'RE BEING BULLIED

**1**

Tell someone you trust

**2**

Keep a record of what's happening

**3**

Don't retaliate

**4**

Surround yourself with people that make you feel good

**5**

Don't blame yourself - it is NOT your fault

**6**

Be proud of who you are

## IF YOU'RE BEING BULLIED ONLINE



Don't retaliate. (Often that's what they want!)



Save the evidence. (Screenshot, save messages.)



Tell someone what's happening.



Report, block, mute, get rid!



Remember the problem is with them, not you.

# PREVENT

When a person supports terrorist activity and takes on board extreme views, this is called radicalisation. Extremists or terrorist organisations may try to take advantage of young people and vulnerable adults in order to share their message and view with others. Exploitation of young people and vulnerable adults in this way is a form of grooming.

If you are concerned about an individual, you can always speak to your tutor or report concerns to the Safeguarding Team on 01522 876000 or [safeguarding@lincolncollege.ac.uk](mailto:safeguarding@lincolncollege.ac.uk).

# EXTERNAL SUPPORT GROUPS

Lincolnshire Rape Crisis	0800 33 4 55 00 - <a href="http://www.lincolnshirerapecrisis.org.uk">www.lincolnshirerapecrisis.org.uk</a>
Nottinghamshire Sexual Violence Support	0115 941 0440 - <a href="http://www.nottsvss.org.uk">www.nottsvss.org.uk</a>
SARCS (Sexual assault support 18+ Lincs)	01522 524402 - <a href="http://www.springlodge.org">www.springlodge.org</a>
SARCS (Sexual assault support 18+ Notts)	0845 6001588 - <a href="http://www.topazcentre.org.uk">www.topazcentre.org.uk</a>
Hate Crime Police	0800 1381625 - <a href="http://www.stophateuk.org">www.stophateuk.org</a> 101
Social Services	01522 782111
Social Services (Notts)	0300 500 80 90
EDAN (Domestic Abuse Service)	01522 510041 - <a href="http://www.southwestlincolnshireccg.nhs.uk">www.southwestlincolnshireccg.nhs.uk</a>

## Homelessness support/advice

Housing Options Team  
The Property Shop  
City Hall  
Beaumont Fee  
Lincoln  
LN1 1DD (01522) 873777

Housing Options Team  
North Kesteven District Council  
Kesteven Street  
Sleaford  
NG34 7EF

Housing Options Team  
West Lindsey District Council  
Gainsborough Guildhall  
Marshalls Yard  
Gainsborough  
DN21 2NA  
(01427) 676676

Housing Options Team  
Castle House  
Great North Road  
Newark  
Notts  
NG24 1BY  
(01636) 650000

## Safeguarding Team

**Jaqui VARLOW – Designated Safeguarding Lead**  
**Charlie McHUGH – Head of Student Services**  
**Sam YATES – Customer Services and Pastoral Manager**  
**Jeff MASTERTON – Safeguarding Team Leader**  
**Donna STALLARD TAYLOR – Safeguarding Coordinator**  
**Chris GOW – Prevent and Safeguarding Officer**  
**Maria WALL – Safeguarding Officer**  
**James PINCHBECK – Designated Safeguarding Governor**

If you have any safeguarding concerns or worries, please contact the Lincoln College Safeguarding Team on 01522 876000 or email [safeguarding@lincolncollege.ac.uk](mailto:safeguarding@lincolncollege.ac.uk).

