



**SAFEGUARDING
- THE LATEST
UPDATES FOR
LEARNERS,
EMPLOYERS AND
COLLEAGUES
DECEMBER 2024 -
JANUARY 2025**

[TOTALPEOPLE.CO.UK](https://totalpeople.co.uk)





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WELCOME

Hello and welcome to issue 10 of our safeguarding newsletter.

Published every two months, this newsletter is written for all of our learners, employers, partners and Total People colleagues. Each issue contains updates, information and resources crucial to ensuring the safety of our learners.

The headline news for this edition is that, thanks to the hard work of all our colleagues and partners, Total People has been rated 'Good' in all areas, following our latest inspection. You can read exactly what Ofsted said on page 4.

We're also entering the festive period. For many, this can be a stressful or lonely time. In this issue we look at some of the support that is available if you, or someone you know, is struggling.

Stay safe – we'll see you in 2025!



WE ARE 'OFSTED GOOD'



We are officially 'Ofsted Good' in all areas.

The Ofsted inspection took place in September, with many of our learners and employers interviewed as part of the process. As an organisation we are proud to be rated 'Good' and this is a testament to the strong relationships we have with our apprentices, learners and employers – we couldn't do it without you!

It's always great to see how external organisations rate the work that Total People / MOL do, so that we can continue to improve and provide the best possible service to learners. We are very pleased with the positive feedback we received from both learners and employers and proud that you hold us in such high regard.

Some of the key areas / comments are noted below; please share them far and wide! These are taken from the official Ofsted Report 2024.

Behaviour and Attitudes

- Learners and apprentices enjoy their courses
- Learners and apprentices work effectively with their peers
- Learners and apprentices feel safe. They know who to contact with any concerns for their safety or their peers'
- Scaffolding and refrigeration, air conditioning and heat pump engineer (RAC) apprentices have a high regard for safe working practices
- Most learning coaches provide useful and developmental feedback
- We include visits to local colleges to support learners' transition to the next stage of education.

Personal Development

- Learners have positive attitudes to their studies and are motivated to achieve their qualifications
- Learners and apprentices develop their confidence and resilience because of the training that they receive
- Young people and learners with high needs learn about healthy and unhealthy foods to improve their food choices
- We work closely with employers to develop individualised curriculums and organise work-based tasks linked to apprentices' learning

- Staff at the subcontractors talk enthusiastically about how they work in partnership with Total People staff and feel supported, including receiving training and safeguarding updates.

As proud as we are of the rating, there is always lots to do in safeguarding and welfare as we continue to aim to keep all learners safe and work effectively with employers and staff.

We strive to evaluate our practice as we are dedicated to continuous improvement. We truly value feedback from our learners and employers about their experience with Total People.

Please share your thoughts, feedback and ideas with your dedicated Learning Coach. You can also visit the Get in Touch page of our website: <https://www.totalpeople.co.uk/contact>

Total People give our thanks to all staff, learners, employers and partners that have contributed to such a good result.



SAFEGUARDING AND MENTAL HEALTH

Managing Pressure Over the Festive Period

As we enter into the festive period, many of us will be planning holidays, breaks, parties, and other festive things to celebrate the month.

You may be reflecting as a person of faith, or just using the break to wind down as we enter 2025.

However, this can also be a stressful time; please remember that MIND, the mental health organisation in the UK, promotes many coping tips. Visit their website and take some ideas as needed.

There is a range of guidance covering relationships, money, keeping safe, dangers of spiking, etc. as well as key phone numbers for support. Remember no one should feel alone during this, or any other time.

Even if you have plans in place, share this as part of your role as an 'active British citizen'. You never know, it may help someone in need.

Remember, lots of local agencies and charities are around to help, you can safely search for them on the internet – if you are unsure speak to your Learning Coach.

CHRISTMAS AND MENTAL HEALTH SUPPORT:

MIND  <https://www.mind.org.uk/about-us>

Signposting and advice online counselling for under and over 18 year olds.

QWELL  <https://www.qwell.io>

Free online wellbeing support for over 18s.

KOOTH  <https://www.kooth.com>

A free, anonymous place for young people to find counselling and support.

KEEPING LEARNERS SAFE IN EDUCATION

Including Apprenticeships

Bee, our Learning Coach in Professional Services, highlights a new bill on sexual harassment.

Employers need to be ready to protect employees from sexual harassment under a new statutory obligation.

From October 2024 the [Worker Protection \(Amendment of Equality Act 2010\)](#) Bill will strengthen existing protection for workers against sexual harassment. The new law will place a new duty on employers to take 'reasonable steps' to prevent sexual harassment. Tribunals will have the power to increase compensation by up to 25% if they find an employer has breached this duty.

Question Time

The Government Equalities Office 2020 highlighted that ??% of the workforce has suffered sexual harassment work in their lifetime.

Is the figure:

- a.** 45% **b.** 65% **c.** 72% **d.** 85%

The answer can be found at www.praxis42.com. Are there other places or settings where people might experience sexual harassment?

[Get ready for new duty to prevent sexual harassment | CIPD](#)

All learners should have this checklist ready:

- Know the policies and procedures
- Get on any available relevant training
- Report concerns
- Be an advocate and champion for anybody suffering from any form of harassment
- Assertively challenge harassment - if you can't do this, then raise it with your line manager/HR
- Have any other tips been missed? Discuss with your Learning Coach in your next review.

The CIPD has great resources, so do visit their website (<https://www.cipd.org/en/knowledge/factsheets/harassment-factsheet/>) as part of your professional development on equality and diversity.



REPORTING FOR SAFEGUARDING AND H&S

Accident, incident and near miss reporting:

For learners: Please contact your Learning Coach or tutor straight away.

You could also email our Health and Safety email box which is monitored throughout the day by the H&S Team. healthandsafetyenquiries@ltegroup.co.uk

For managers / employers: Please contact your main Total People contact as soon as possible or email healthandsafetyenquiries@ltegroup.co.uk

For all Total People staff: Report via TopDesk as soon as possible.



<https://ltegroup.topdesk.net/tas/public/ssp/>





Safeguarding Reporting

- Visit our website
- [Child Safeguarding Policies & Information](#)
- [Safeguarding Reporting form.](#)

Your feedback is important to us Is there anything else we can do better?

- Let us know via your learning coach or
- Email Imtiaz Kala (DSL) directly at ikala@totalpeople.co.uk or
- Visit the Total People Safeguarding contacts section of the website or email safeguarding@totalpeople.co.uk and let us know.

The screenshot shows the 'Report a Concern With Our Safeguarding Form' on the Total People website. The form is titled 'Safeguarding form' and includes instructions: 'Please report your concern by completing the form below.' and '* Indicates a required field.' The form fields are: 'REPORTING PERSON NAME*', 'REPORTING PERSON EMAIL*', 'LEARNERS NAME*', 'LEARNERS AGE' (with a dropdown menu), 'LEVEL OF CONCERN*' (with a dropdown menu), and 'DETAILS' (a text area). A 'SUBMIT' button is at the bottom.



INCLUSION ALL AROUND

FOCUS ON KEY EVENTS IN DECEMBER

December is Universal Month for Human Rights and Decembeard.

Religious/cultural

1	Advent Sunday (<i>Christian</i>)
6	Feast of Saint Nicholas (<i>Christian</i>)
8	Feast of the Immaculate Conception (<i>Catholic Christian</i>)
8	Rohatsu (<i>Bodhi Day</i>) (<i>Buddhist</i>)
11	Gita Jayanti (<i>Hindu</i>)
12	Feast of Our Lady of Guadalupe (<i>Catholic Christian</i>)
15	Dhanu Sankranti ** (<i>Hindu</i>)
16	Las Posadas starts (<i>Christian</i>)
21	Yule (<i>Wicca and Pagan</i>)
24	Christmas Eve (<i>Christian</i>)
25	Christmas Day (<i>Christian</i>)
26	Feast of the Nativity of Our Lord (<i>Orthodox Christian</i>)
26	Feast of Saint Stephen (<i>Christian</i>)
26	Zartosht No-Diso (<i>Zoroastrian</i>)
26	
Dec - 2 Jan	Hanukkah * (<i>Judaism</i>)
28	Holy Innocents' Day (<i>Christian</i>)
29	Feast of the Holy Family (<i>Catholic Christian</i>)
31	Watch Night (<i>Christian</i>)

Awareness and events

1	World AIDS day
2	International Day for the Abolition of Slavery
3	International Day of Persons with Disabilities
10	Human Rights Day
18	International Migrants' Day
20	International Human Solidarity Day
21	Winter Solstice
26	Boxing Day
31	New Year's Eve/Hogmanay

INCLUSION ALL AROUND

FOCUS ON KEY EVENTS IN JANUARY

January is Cervical Cancer Awareness Month, Celebration of Life Month, Alcohol Change UK's Dry January and Thyroid Awareness Month.

Religious/cultural

1	Solemnity of Mary, Mother of God (<i>Catholic Christian</i>)
1	Gantan-Sai (new year) (<i>Shinto</i>)
5	Twelfth Night (<i>Christian</i>)
6	Epiphany (<i>Christian</i>)
6	Guru Gobind Singh Jayanti (<i>Sikh</i>)
7	Feast of the Nativity (<i>Orthodox Christian</i>)
12	Baptism of the Lord Jesus (<i>Catholic Christian</i>)
13	Seijin No Hi (<i>Shinto</i>)
13	Lohri/Maghi (<i>Hindu and Sikh</i>)
14	Old New Year (<i>Orthodox Christian</i>)
14	Makar Sankranti ** (<i>Hindu</i>)
14-16	Mahayana New Year ** (<i>Buddhist</i>)
14-17	Pongal ** (<i>Hindu</i>)
18 25	Week of Prayer for Christian Unity (<i>Christian</i>)
19	Timkat Ethiopian Orthodox (<i>Christian</i>)
25	Conversion of Saint Paul (<i>Christian</i>)
27	Lailat al-Miraj * (<i>Islam</i>)
29	Lunar New Year (<i>Confucian, Doist and Buddhist</i>)

Awareness and events

4	World Braille Day
19	World Religion Day
20	Martin Luther King Jr Day
24	International Day of Education
25	Robert Burns Night (Burns Night)
27	Holocaust Memorial Day



HUMAN RIGHTS DAY

Tuesday 10 December is Human Rights Day. Using critical thinking, have a discussion with family, friends, colleagues at work, or your Learning Coach / Tutor. This can be a great piece of work to do in class or as part of progress reviews.

Do you know the purpose of the day?

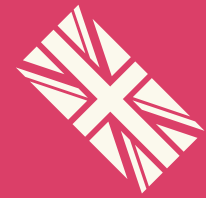
- Are some people treated less well?
- Who are they?
- Why do you think this is the case?
- What role can you play to be a champion for all?

Casting your mind to the news around the world, how do you champion the rights of those in your workplace, place of study / college, in your local community or indeed overseas where Human Rights are denied?

How does this event link to British Values of:

- Democracy
- Rule of Law
- Tolerance/Respect
- Liberty and Freedom of speech?





All of the sections above should provide you with ample opportunities to reflect on the key British Values of:

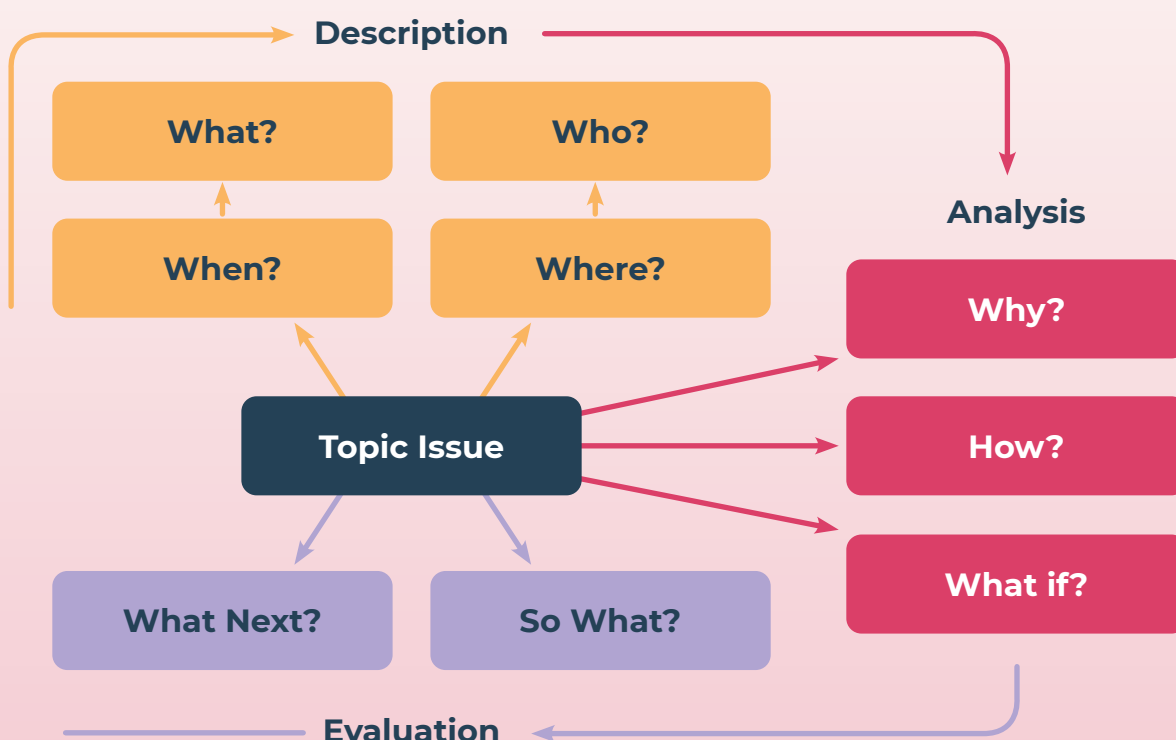
- Democracy
- Rule of law
- Individual liberty
- Mutual respect and tolerance for those with different faiths and beliefs.

Revisit sections of this newsletter and see if you can link them to the four British Values when you reflect with your Learning Coach, or as you do your work.

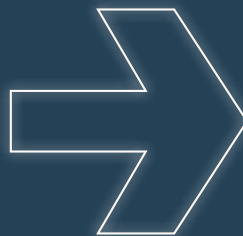
Researching and report-writing develops many skills, from critical thinking, challenging our biases, reinforcing our own protection against radicalisation and, of course, developing your confidence in producing assignments and reports.

Time for Reflection:

- How do these values relate to your own personal or family values?
- Are they the same?
- Do you have other values and, if so, what are they?
- Discuss this with your Learning Coach using examples where possible.



NEXT STEPS



There are several ways to get help if you have a safeguarding issue:

- Speak to your learning coach, workplace manager or mentor
- Email the Safeguarding team at safeguarding@totalpeople.co.uk
- Complete the online reporting form www.totalpeople.co.uk/about/safeguarding/report-a-concern
- You can also contact a member of the Safeguarding team directly:



Designated Safeguarding Lead:
Imtiaz Kala
Tel: 07971 659 802
E: ikala@totalpeople.co.uk



Teaching and Learning Manager /
Organisational Lead for Safeguarding:
Sophie Hayes
Tel: 07971 659 832
E: shayes@totalpeople.co.uk



Deputy Designated Safeguarding
Lead: Simone Healey
Tel: 07971 659 832
E: shealey@totalpeople.co.uk



Prevent Single Point of Contact
Imtiaz Kala
E: ikala@totalpeople.co.uk



Deputy Designated Safeguarding
Lead: Leanne Shaw
Tel: 07966 515 814
E: LShaw@totalpeople.co.uk



Total People Board
Catherine Hill OBE
Designated Lead for Safeguarding

We understand that asking for help can be difficult, you can ask anyone at Total People at any time. We will always take concerns seriously and treat your information with care and respect.

There is also an independent site called [Together All](http://TogetherAll.org). It is anonymous and offers community-based support. Please note it is important to follow their 'house rules' to keep safe online.

Total People is part of LTE group. LTE group is committed to equality of opportunity, non-discriminatory practices and supporting individual students. This information is also available in a range of formats, such as large print, on request.