



**TOTAL PEOPLE**  
LEADERS IN LEARNING®

# SAFEGUARDING

**NEWSLETTER  
FOR EMPLOYERS,  
LEARNERS AND COACHES**



**JUNE-JULY 2026**

# CONTENTS

Introduction	3
Accidents, Incidents and Near Misses	4
Our Duty at Total People	6
Reporting an Issue	7
Critical Thinking	8
Mental Health and Wellbeing	9
The Stress Bucket	10
Inclusion: Focus on Events	11
Spotlight: Men's Health Week	13
Spotlight: Reflective Thinking	14
British Values: Vulnerable Individuals	15
British Values: Harmful Social Platforms	16
British Values: Developmental Thinking	17
British Values: Extremism and Radicalisation	18
Next Steps	19

# INTRODUCTION

**Welcome to the June-July edition of our Safeguarding Newsletter, created for learners, employers and colleagues across Total People.**

In this issue, we focus on health and safety in practice, including the importance of reporting accidents, incidents and near misses and how this helps us keep everyone safe in both learning and work environments.

We also explore the link between mental health and safety, highlight key inclusion events, and share guidance on British Values and Prevent, with reflective prompts to support discussions with coaches and in the workplace.

As always, this newsletter is designed to support open conversations, build awareness and help you feel confident in recognising and responding to safeguarding topics.

If you have ideas or suggestions for future content, we'd love to hear from you:

[communications@totalpeople.co.uk](mailto:communications@totalpeople.co.uk)



# ACCIDENTS, INCIDENTS AND NEAR MISSES

**In this edition, we focus on the very important topic of effective Health and Safety.**

By law, every learner and member of staff is required to follow good Health and Safety (H&S) practices, not only for themselves but also for those around them. This applies both in learning environments and in the workplace.

The Health and Safety at Work etc. Act 1974 is the primary piece of legislation covering occupational health and safety in Great Britain. It is sometimes referred to as HSWA, the HSW Act, the 1974 Act or HASAWA.

It sets out general duties that:

- Employers have towards employees and members of the public
- Employees have to themselves and each other
- Some self-employed individuals have towards themselves and others

Total People is committed to providing safe and effective support for your health and development. One way we do this is by ensuring that all accidents and near misses that happen at work or at a Total People site are reported.

**Reporting helps us:**

- Identify patterns
- Put controls in place
- Prevent more serious harm

We also have policies, procedures and risk assessments in place to support Health and Safety.

**It is important to understand the difference between near misses and accidents. Take time to research this and discuss your understanding with your coach.**

Reporting helps:

- Prevent repeated incidents by identifying patterns
- Improve training and supervision by sharing learning
- Strengthen risk assessments and safety checks
- Provide timely guidance from Curriculum Performance Managers and the Risk and Compliance team
- Protect learners and apprentices, particularly where incidents occur on employer premises



# OUR DUTY AT TOTAL PEOPLE

**As a training provider, Total People checks employers' Health and Safety arrangements and helps ensure learners are safe in both work and training environments.**

We also check that learners:

- Understand health and safety expectations
- Have received appropriate induction and training

Any Total People colleague can report an accident or near miss.

Once aware of an incident, it must be reported via the TopDesk system.

Support is available from Curriculum Performance Managers (DSPs) and the Risk and Compliance team:

[HealthAndSafetyEnquiries@ltegroup.co.uk](mailto:HealthAndSafetyEnquiries@ltegroup.co.uk)

## **How learners and employers can report accidents and near misses**

Learners and employers must report any accident or near miss involving a Total People learner or apprentice as soon as possible.

Reports can be made in either of the following ways:

- Directly to the learner's Total People Learning Coach, or
- To the employer's usual Total People contact

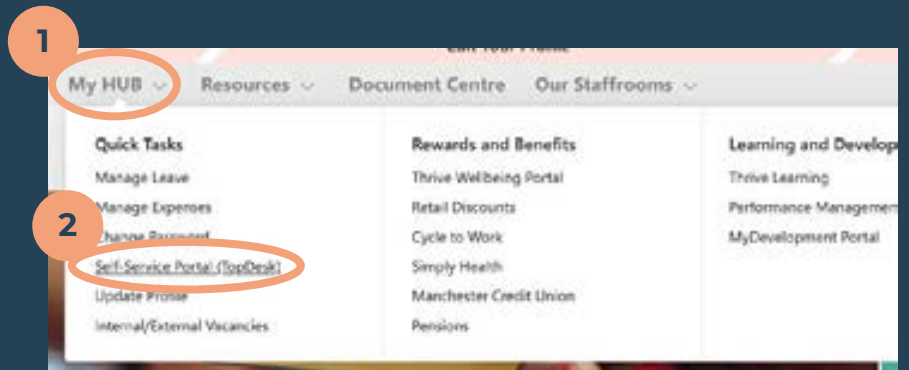
Alternatively, accidents and near misses can be reported directly by emailing the Health & Safety team at: [HealthAndSafetyEnquiries@ltegroup.co.uk](mailto:HealthAndSafetyEnquiries@ltegroup.co.uk)

Reporting near misses is just as important as reporting accidents. Near misses are early warning signs and help Total People and employers work together to prevent harm before someone is injured.

# REPORTING AN ISSUE

As soon as practically possible after a Total People colleague learns of a near miss or an accident they must report electronically via Top Desk (SHE incident).

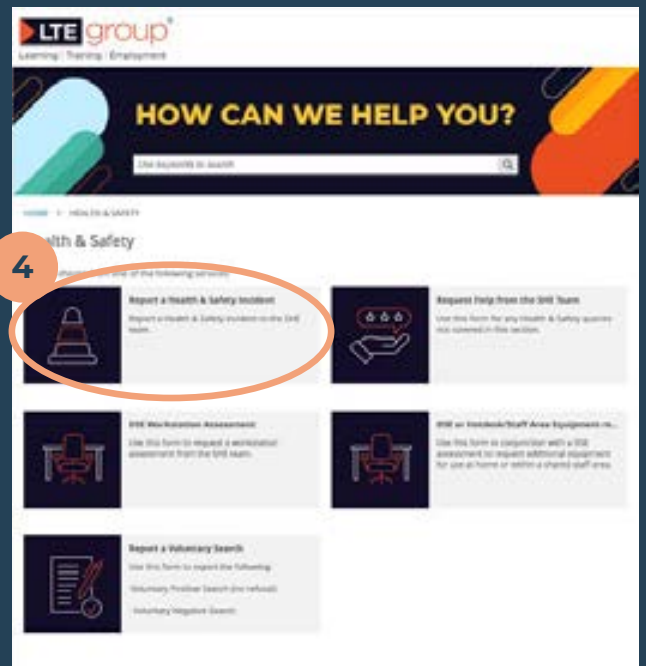
**Step 1:** Visit the Hub and open My Hub / Self Service Portal (TopDesk).



## Self Service Portal (TopDesk)

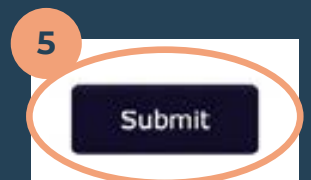
**Step 2:** Select Health & Safety

**Step 3:** Select Report a SHE incident



**Step 4:** Select the best-fit category for your concern/report and add all relevant detail that is known.

**Step 5:** Complete the record and click submit.



# CRITICAL THINKING /REFLECTION FOR LEARNERS

**Progress Reviews** are a great opportunity to regularly ask about any accidents, incidents, or near misses since the last visit/call. Even if no one was hurt, near misses should be discussed and reported so risks can be addressed early.

Where accidents or near misses are discussed during Progress Reviews, these must be formally reported using the process on page 6.

Extension / reflective reading for all learners and staff from the Health & Safety Executive (HSE):

[HSE: Information about Health and Safety at work](#)

[Health and safety statistics 2025](#)



# MENTAL HEALTH AND WELLBEING

## AND ITS LINKS TO HEALTH AND SAFETY

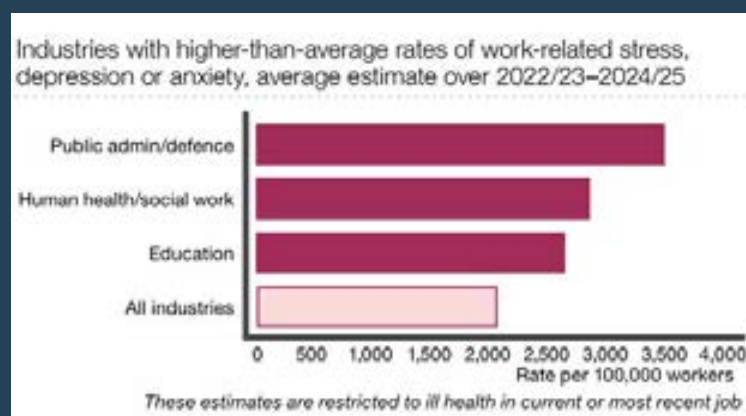
Sometimes, if we are not totally focused on our wellbeing, we may be more likely to be at risk of harm with Health and Safety.

It is in all learner's interest to find out what support is available to manage mental wellbeing from a Health and Safety perspective. It is your responsibility to find out about all H&S matters in your place of work and for your employer do their duty – find out what these are.

The HSE reports that in 2024/25 just under 1 million workers suffered work-related stress, depression or anxiety.

**How much do you think that costs the UK economy?**

The graph below shows some more detail:



Why do you think there are higher rates in social work, education and defence? Have a reflective discussion with your coach.

Useful links for self care and wellbeing support.



# THE STRESS BUCKET

Supporting others through talk: every mind matters and so one of the key ways to manage your mind is to talk.

[NHS How to Talk About Your Mental Health](#)

Building self-care into your lives helps massively with our mental wellbeing and can support mental ill health by having protective things to do and being more resilient.

The evidence overwhelmingly shows that talking about mental health has several positive benefits. For example, research shows that talking about mental health can reduce stigma and improve understanding of mental health issues. This can lead to more positive attitudes towards mental health, which can in turn lead to better access to services and support for those who need it. Talking about mental health can also reduce feelings of isolation and increase feelings of connection and support for those struggling with mental health issues.

The words we use are very important so if you find yourself talking to someone about mental health read this first. It explains words, jargon etc. to avoid.

[Talking about Mental Health](#)

### The Stress Bucket

Everyone experiences stress throughout their lives. Some stress can help us focus and drive us to achieve, whilst too much can cause us to feel overwhelmed. If prolonged, stress can also lead to physical or mental health issues.

**What is the Stress Bucket?**

The Stress Bucket is a useful tool to help us understand and manage stress (Brabban & Turkington, 2002).



### Examples of rain clouds that cause stress

- Ill health
- Poor sleep
- Money worries
- Workload
- Relationship issues
- Family conflict
- Housing concerns
- Future uncertainty
- News anxiety
- Exam pressure
- Life events, such as bereavement.

If you can't control the rain itself, the only way to reduce the level in your stress bucket is to let water out. Taps at the bottom of the bucket represent your coping strategies. Once these taps are turned on, the water can return to a manageable level again.

The stress bucket represents your capacity to handle stress, pressure, and challenges in your life. Above the bucket are rain clouds (stressors) — the aspects that are causing you stress and gradually filling up your bucket. Everyone's stress bucket and rain clouds are different.

Rain clouds can be expected and others take you by surprise, and the amount of rainfall can also vary. If the rain clouds don't go away, your bucket could exceed capacity and overflow — resulting in stress.



### Examples of healthy ways to open the tap and reduce stress

- Take time out
- Connect with nature
- Talk to family or friends
- Learn new technique, e.g. time management
- Use a helpful tool, e.g., journaling
- Practice mindfulness or meditation
- Be physically active
- Find a hobby.

At times, you might engage in unhealthy coping strategies which provide short-term relief from stress. These strategies may briefly reduce the water but it can flow back in again. Being aware of these unhelpful coping strategies will help you understand how to avoid them and find other ways to cope.

### Examples of unhelpful coping strategies

- Avoidance, isolation, and withdrawal
- Using alcohol or drugs to numb emotions
- Over-analysing issues or over-focusing
- Over-working, over-spending.

You may have new stressors, as well as other coping strategies learned so repeating this exercise can be helpful to learn more about yourself.

Often, we underestimate how well we cope and the skills we've developed to maintain the levels in our bucket.

By using this tool to reflect on your coping strategies you may highlight an area you could address or understand further.

Complete your own stress bucket on the next page, using this page as a guide.

# INCLUSION

## FOCUS ON KEY EVENTS

### JUNE

June is motor neurone disease awareness month, stillbirth and neonatal death awareness month, Scleroderma awareness month, LGBTQ+ pride month, and Gypsy, Roma and Traveller history month.

#### Religious/cultural

4	Eid al-Ghadir ( <i>Islam</i> )
4	The feast of Corpus Christi ( <i>Catholic Christian</i> )
8	The apostles' fast begins ( <i>Orthodox Christian</i> )
12	Feast of the sacred heart of Jesus ( <i>Catholic Christian</i> )
14	Rohini vrat ( <i>Jain</i> )
14	Rice planting festival (Otaue matsuri) ( <i>Shinto</i> )
16	Islamic new year ( <i>Islam</i> )
16	Martyrdom of Guru Arjan Dev ( <i>Sikh</i> )
21	Litha ( <i>Wicca and Pagan</i> )
24	Nativity of Saint John the baptist ( <i>Christian</i> )
25	Day of Ashura ( <i>Islam</i> )
29	Feast of saints Peter and Paul ( <i>Christian</i> )
29 Jun - 3 Jul	Maidyoshahem gahambar ( <i>Zoroastrian</i> )
30	Guru Hargobind jayanti ( <i>Sikh</i> )

#### Awareness and events

3-4	TUC's disabled workers' conference
4	International day of innocent children victims of aggression
12	World day against child labour
14	Race unity day
15	World elder abuse awareness day
15-21	Refugee week
15-21	Men's health week
18	Autistic pride day
20	World refugee day
21	Summer solstice
21	Father's day
22	UK Windrush day
22-26	School diversity week

# INCLUSION

## FOCUS ON KEY EVENTS

### JULY

July is UV safety awareness month, international women with alopecia month, group b strep awareness month, disability pride month and the start of South Asian heritage month.

#### Religious/cultural

3	Feast of the Saint Thomas the apostle <i>(Christian)</i>
10	Martyrdom of the Báb <i>(Bahai)</i>
11	Rohini vrat <i>(Jain)</i>
15	Saint Vladimir the great day <i>(Orthodox Christian)</i>
20	Ashadha ashtahnika begins <i>(Jain)</i>
22	Feast of saint Mary Magdalene <i>(Christian)</i>
23	Tish'a B'av <i>(Judaism)</i>
23	Birthday of emperor Haile Selassie <i>(Rastafari)</i>
24	Pioneer day <i>(Mormon Christian)</i>
25	Saint James the great's day <i>(Christian)</i>
28	Ashadha chaumasi chaudas <i>(Jain)</i>
29	Asalha puja (Dharma day) <i>(Buddhist)</i>
29	The 15th of Av <i>(Judaism)</i>
29	Guru purnima <i>(Hindu, Buddhist and Jain)</i>

#### Awareness and events

3-4	TUC's LGBT+ conference
14	International non-binary people's day
18	Nelson Mandela international day <i>(Orthodox Christian)</i>
18 Jul - 17 Aug	South Asian heritage month
28	World hepatitis day



# SPOTLIGHT

## MEN'S HEALTH WEEK

**Men's Health Week begins on 15 June, providing an excellent opportunity for men to prioritise their wellbeing. Of course, this week is also relevant for women and anyone wishing to support the men in their lives.**

Notably, the summer solstice falls on Father's Day, 21 June, making this period especially meaningful. It is an ideal time to reflect, celebrate, and show appreciation for men, whether fathers, brothers, or friends, while embracing the significance of the solstice.

[Men's Health Week 2026 | Men's Health Forum](#)

[DIY Man MOT | Men's Health Forum](#)

One practical step men can take this week is to book an MOT health check. Simply visit the linked site, where the process is straightforward and offers valuable insight into your current wellbeing. Completing the check helps highlight areas that are going well, as well as those that might benefit from a little extra attention.

If you ever feel the need to have a conversation or seek support, remember that your coach and sector manager are available to help. You can also reach out directly to Imtiaz Kala, the Designated Safeguarding Lead at Total People. The newsletter provides contact details at the end for your convenience.



# SPOTLIGHT

## REFLECTIVE THINKING

### Reflective thinking: for Learning Coaches and Learners

Health Awareness Week | Mental Health Foundation

Action Week: Mental Health week happened last month (11 – 17 May). Did you plan anything big or small on mental health?

- **Plan it** – research and set it up
- **Do it** – carry it out
- **Assess it** – what did you do well, any issues, worries, learning
- **Review it** – discuss with your coach, what next?

What is your knowledge base on various mental illnesses in the UK?

Our Personal Development Wheel focuses on your **'Health and Wellbeing'** and **'Community Engagement'**.

- Set yourself a piece of work on researching some mental illnesses, their prevalence, impact and what support there is for them – for example, depression, anxiety.
- What do you do to be more engaged in your community, what does that look like? For example, charity work, fundraising.

Feed into your progress reviews and reflections with your coaches and set some actions or targets. Employers like learners that do community work and it helps your wellbeing.



# BRITISH VALUES AND PREVENT

**Many young people and adults who become involved in extremism often experience challenges with their mental wellbeing, ill health, or have specific learning needs. This highlights the importance of maintaining good mental health as a way to protect ourselves against becoming targets for extremist groups.**

## **Questions:**

Consider why individuals with mental health difficulties and learning needs might be more vulnerable to extremism.

Discuss this topic with your coach and record your thoughts in your progress reviews. Use the critical thinking questions provided below to guide your reflection. Think about whether certain age groups are at greater risk of being radicalised and seek out evidence to support your ideas.

## **Build resilience:**

One way in which vulnerable individuals may be groomed is through the internet, including the use of artificial intelligence and various social media platforms.

While the internet can have a positive impact on mental health, it can also present significant risks, particularly for those who are already experiencing mental health challenges. People in such situations may be more susceptible to being deceived or manipulated online. It is therefore important to take the time to research and ensure that you are using the internet in a safe and informed manner.

## **Additional support:**

If employers require further guidance or support regarding radicalisation, extremism, or the Prevent strategy, they are encouraged to contact Mr Imtiaz Kala, our Designated Safeguarding Lead and Prevent contact. Mr Kala is available to offer advice and assistance as needed.

Should there be sufficient interest, Mr Kala may also be able to deliver short CPD sessions for employers. He brings a wealth of experience to this agenda, having worked closely with local authorities and schools in the fields of inclusion, safeguarding, and radicalisation.



# BRITISH VALUES AND PREVENT

## 12 PLATFORMS CONTRIBUTING TO SEXUAL HARM AGAINST CHILDREN

The images below illustrate how some of the twelve platforms can pose dangers to children, but it is equally important to recognise that these same platforms can be used to groom or manipulate adults as well.

 <p><b>TikTok</b></p> <p><b>ISSUE:</b> <b>Grooming pathways</b> Algorithms push risky content and children exposed to harm.</p>	 <p><b>Snapchat</b></p> <p><b>ISSUE:</b> <b>Sextortion hotspot</b> Normalises harmful sexual interests and abuse reports ignored.</p>	 <p><b>Telegram</b></p> <p><b>ISSUE:</b> <b>Unsafe encryption</b> Used for abuse and trafficking with no effective safeguards.</p>	 <p><b>Meta</b></p> <p><b>ISSUE:</b> <b>Predator exposure</b> Algorithms connect adults to kids and AI chatbots engage children.</p>
 <p><b>Amazon</b></p> <p><b>ISSUE:</b> <b>Child like sex dolls</b> Normalises harmful sexual interests and increases risk to children.</p>	 <p><b>Android</b></p> <p><b>ISSUE:</b> <b>No default protections</b> Children exposed unless parents configure manually.</p>	 <p><b>Chromebooks</b></p> <p><b>ISSUE:</b> <b>Weak school safeguards</b> Unmonitored access exposes children to regular harm.</p>	 <p><b>Discord</b></p> <p><b>ISSUE:</b> <b>Grooming networks</b> Private servers and DMs used to escalate harm from other platforms.</p>
 <p><b>Apple App Store</b></p> <p><b>ISSUE:</b> <b>Harmful apps often approved</b> Nudify tools and unsafe apps with misleading age ratings.</p>	 <p><b>Steam</b></p> <p><b>ISSUE:</b> <b>No age barriers</b> No real verification which makes explicit content available.</p>	 <p><b>X</b></p> <p><b>ISSUE:</b> <b>Very weak enforcement</b> Abusive content remains visible whilst the platform fails to act.</p>	 <p><b>Grok</b></p> <p><b>ISSUE:</b> <b>Harmful AI content</b> Normalises sexual violence and deepfakes with little restriction.</p>

Dirty dozen list named by National Center on Sexual Exploitation.  
[www.forworkingparents.com](http://www.forworkingparents.com) • @forworkingparents



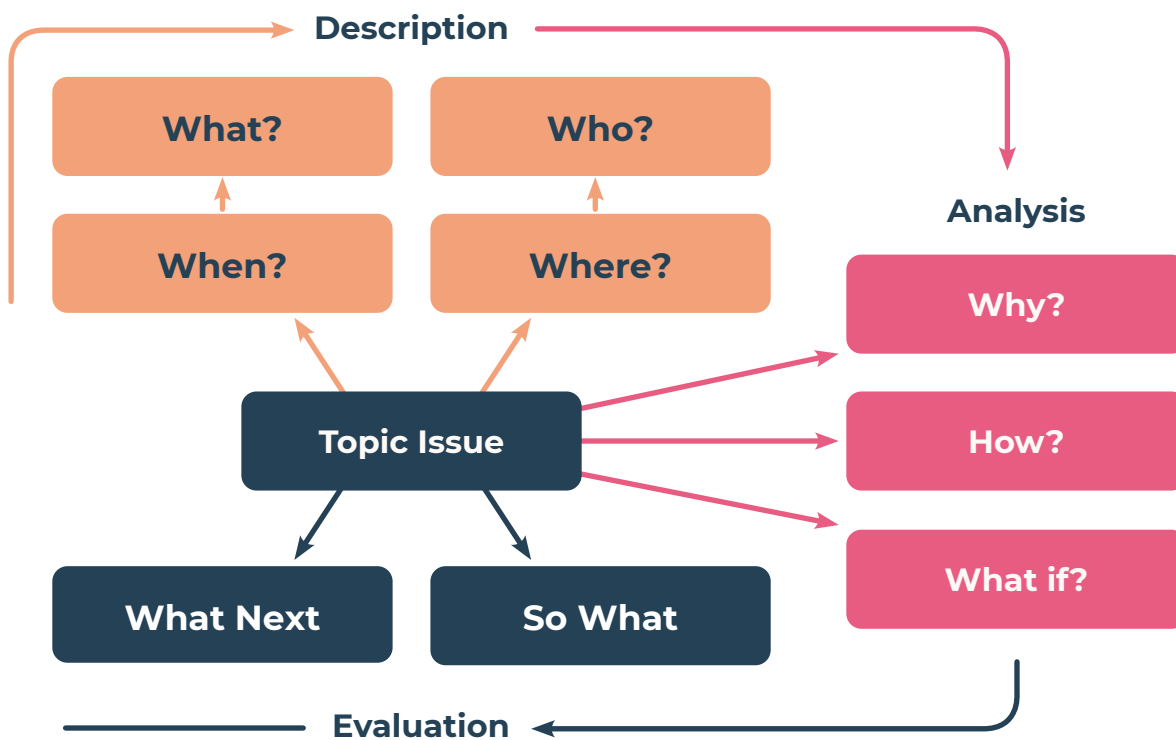
# BRITISH VALUES AND PREVENT

## DEVELOPMENTAL

### Coaching and critical thinking

Use this model when you meet your coach or manager at work to kickstart the discussion with your coach, manager or colleague:

#### What's on your mind?



#### Learn something new every day:

This newsletter should help learners to practice being emotionally intelligent and play a small part in being eternal learners.

How can learners work on these seven areas to push themselves to be successful learners? Choose an area and discuss with you coach, manager, or place of work.

Remember, mastering these also builds resilience and your understanding of the British Values. Thinking critically also supports us when considering sharing and believing 'mis and dis' information. Learners are reminded that sharing and promoting disinformation can have consequences. **This is also mentioned in Keeping Children Safe in Education 2025.**



# BRITISH VALUES AND PREVENT

## EXTREMISM AND RADICALISATION

**Mis and disinformation report** - Ofcom 2024.  
Have a critical think on this link.

**Southport riot** - How a LinkedIn post helped spark unrest - BBC tracks its spread - BBC News.

### Definition

Disinformation is the deliberate creation and spread of false and/or misleading content.

Misinformation is the inadvertent spread of such content.

### The Law

#### Online Safety Act (2023)

This legislation includes the False Communications Offence (Section 179): an offence for a person to send a message that conveys information they know to be false, which is intended to “cause non-trivial psychological or physical harm to a likely audience.”

Use the critical thinking cycle and links to consider how you can keep safe from mis and disinformation and therefore use the internet safely without leaving a bad trace that can come back to you.

to be best  
point of view  
**Extremist**  
person who  
fanatical  
religious  
for what

# 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](mailto:safeguarding@totalpeople.co.uk)
- Complete the online reporting form [www.totalpeople.co.uk/about/safeguarding/report-a-concern](http://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](mailto:IKala@totalpeople.co.uk)



Deputy Designated Safeguarding Lead:

**Simone Healey**

Tel: 07971 659 832

E: [SHealey@totalpeople.co.uk](mailto:SHealey@totalpeople.co.uk)



Deputy Designated Safeguarding Lead:

**Leanne Shaw**

Tel: 0796 6515 814

E: [LShaw@totalpeople.co.uk](mailto:LShaw@totalpeople.co.uk)



Pastoral Inclusion Learning Coach

**Jamie Higham**

E: [JHigham@totalpeople.co.uk](mailto:JHigham@totalpeople.co.uk)



Head of Learner Experience Lead for Safeguarding:

**Sophie Hayes**

Tel: 0779 6933 960

E: [SHayes@totalpeople.co.uk](mailto:SHayes@totalpeople.co.uk)



Prevent Single Point of Contact:

**Imtiaz Kala**

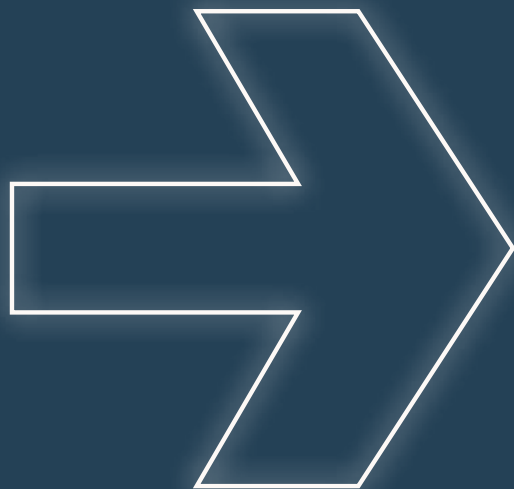
E: [IKala@totalpeople.co.uk](mailto:IKala@totalpeople.co.uk)



Total People Board:

**Catherine Hill OBE**

Designated Lead for Safeguarding



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.