

Physical abuse

People should not touch you in a way that hurts.
 People should not hit, kick, pinch, burn or push you, or bind or tie you up.



Sexual abuse

People should not:

- touch you if you don't want them to;
- make you touch them if you don't want to;
- say sexual things to you if you don't want them to;
- make you touch the sexual parts of their bodies if you don't want them to;
- make you take part in a sexual act with them if you don't want them to.



Psychological or emotional abuse

People should not upset you by bullying or teasing you.



Financial, money or material abuse

People should not steal from you.
 People should not bully you into handing over your money or things you own.



Neglect

If you have personal care support, people who are there to help you should not neglect you or ignore you.
 People should not take away your rights to basic living needs such as shelter, food and water, clothing and medicine.
 People should not take away your right to make your own choices.



Discrimination

People should not treat you badly because of your:

- age;
- disability;
- gender (whether you are male or female);
- ethnicity;
- religion; or
- who you choose for your girlfriend or boyfriend.



**Safer practice,
safer learning**



Safer learning

Your rights and responsibilities



You have the right to feel safe where you learn.

Other people should not hurt or abuse you in any way.
Other people should not threaten to hurt or abuse you.

Your responsibilities are:

- to respect other people's rights to safety;
- not to hurt or abuse others; and
- not to threaten to hurt or abuse others.

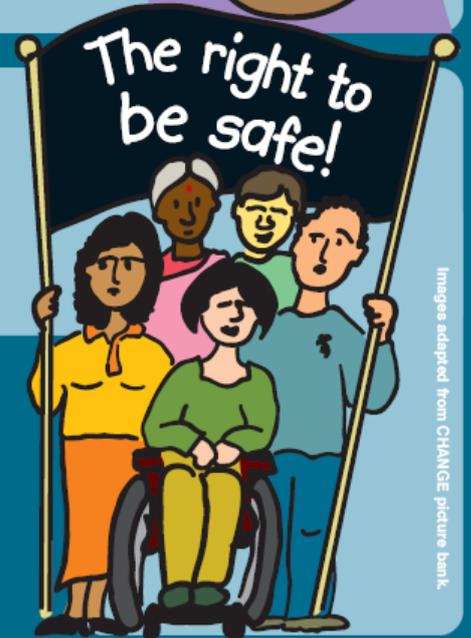
There are staff who are there to support you and help make your place of learning safe.



This guide uses the words **abuse**, **responsibility** and **threaten**.

- **'Abuse'** is when someone does something to you that makes you feel bad or hurts you.

- **'Responsibility'** means something you need to do.
- **'Threaten'** means when someone makes you feel like they are going to hurt or abuse you.



Images adapted from CHANGE picture bank.

What should you do if you think you are being hurt or abused?

If you think you have been hurt or abused by another student or learner, member of staff or visitor, you should report this as soon as possible.

Tell someone you trust about what is happening.

Find out from your tutor, student support services or other trusted staff member who is responsible for protecting learners. Sometimes these are called Child or Vulnerable Adults Safeguarding Officers. Put their details here:

David Coleman - Safeguarding Officer for Adult Community Learning
Tel: 020 7527 3343

You can also contact:

- Samaritans – 08457 909090
- Victim Support – 0845 3030900



© Crown copyright
Published for DfES by NIACE
21 De Montfort Street, Leicester LE1 7GE
Further copies can be obtained, quoting ref. 00491-2007LEF-EN, from:
DfES Publications, PO Box 5050,
Sherwood Park, Annesley, Nottingham NG15 0DJ
Tel: 0845 60 222 60 Fax: 0845 60 333 60
Email: dfes@prolog.uk.com ISBN: 978-1-84478-953-5
Designed by Creative by Design Ltd
Printed by Aspect Printers and Print Ltd
Images adapted from CHANGE picturebank