

Safeguarding Roadmap

Ensuring the safety and well-being of learners throughout the apprenticeship programme is paramount. This Safeguarding Roadmap is designed to help understand the key points at which Safeguarding is incorporated into the apprenticeship journey and the wider support and resources available to learners.



Onboarding Engagement

Information provided on Safeguarding services and support available to the learner and initial referrals made to Safeguarding team if required or requested.



Programme Launch

Information provided on Safeguarding available and the expectations of in safeguarding



services and support information regarding learner engagement activities re-iterated.



Learner Progress Reviews & Live Events

Digital Learning Consultants, Skills Coaches and Tutors will actively discuss safeguarding topics as part of apprenticeship learning. Learners camera's must be on and the Rule of 4 is in place to covertly raise an alarm where needed. Learners will also be supported to engage with the safeguarding team to sustain and enhance wellbeing where required or requested.



Exit Review

Information, advice, and guidance is provided on exit from the apprenticeship and learner wellbeing is discussed



Risk Matrix completed at initial contact by Sales teams to identify areas of risk relating to learner.

If learner is under 18, this is flagged to the Safeguarding team, who initially engage and then have quarterly check ins thereafter.



Initial Careers. Information, Advice and Guidance Engagement

Covering Safeguarding Services, support and requirements to actively engage in safeguarding activities during programme.



Safeguarding Module

Information provided on Safeguarding services and support available and information regarding the expectations of learner engagement in safeguarding activities re-iterated.



Safeguarding Activities

These form part of the apprenticeship curriculum and are discussed with the Digital Learning Consultant / Skills Coach.



Customer **Evaluations**

Review of evaluation responses for any potential areas of concern and engagement required.





Monthly Safeguarding Newsletter

Monthly topics and areas of interest presented to encourage development and improve learners' wellbeing.

Talk To Me Tuesdays

A dedicated weekly 1:1 chat open to all learners every Tuesday.

Book a slot via TTMTuesday@qa.com

Learner & Employer **Portal**

Information, advice, and guidance accessible at all times including how to stay motivated, manage stress and mental health support resources.

Learner Portal Employer Portal

Online Chat

The Safeguarding team is available via the online chat facility.

Mon-Fri 9am-5.30pm *Bud Platform Specific

Wellbeing Calendar

A series of live sessions, webinars, and guides in a variety of wellbeing and diversity areas to help during the apprenticeship journey.

Accessible via the Learner Portal.

Direct Referrals & Emergency Contact

Learners can refer themselves, and employers their learners, at anytime to safeguarding via dedicated referral forms available on the Learner and Employer portals.

Emergency contact 07808 050273

Safeguarding Videos & Resources

Meet the Safeguarding team and understand what support is on offer.

Accessible via the Learner and Employer portals.

Learner Portal Employer Portal

This information is correct as of publishing in October 2024









