



**Employability Service**

# **Safeguarding & Support**

*A guide for Modern Apprenticeship Employers & Mentors*

# Safeguarding

Safeguarding means protecting a person's health, wellbeing and human rights; enabling them to live free from harm, abuse and neglect. It is an integral part of providing high-quality support. Safeguarding children, young people and adults is a collective responsibility.



## Immediate Safeguarding Concerns

If you believe a child, young person, or vulnerable adult is in IMMEDIATE danger:

- Call **Police Scotland: 999**
- OR call the **Social Work Contact Centre on 03451 441503**
  - Press **1** for the **Immediate Harm** option

## Non-Emergency Safeguarding Concerns

- **Police Scotland** (non-emergency): **101**
- **Social Work Contact Centre: 03451 551503**
- **Email NoCC:** [sw.enquiries@fife.gov.uk](mailto:sw.enquiries@fife.gov.uk)

**Safeguarding online training for staff is available at**  
[Safeguarding young apprentices | NSPCC Learning](#)

# Mental Wellbeing

---

We know that good mental wellbeing is as important as physical wellbeing.

We aim to create a healthy workplace where people work productively, interact positively, realise their potential and form and maintain good relationships based on trust.

We want everyone to feel appreciated, have good work experiences and feel fairly treated.

To help you we have our -  
[Supporting Mental Wellbeing at Work Policy and Guide.](#)

**There's a wealth of information, advice and support out there. We've selected some of the best and most local to make your life a bit easier.**

If you or a colleague are experiencing a mental health crisis, please reach out to:

**NHS 24 Mental Health Hub on 111**

24 hours a day, 365 days a year

**Breathing Space on 0800 83 85 87**

Mon–Thu: 6pm–2am | Fri–Mon: 6pm–6am

**Samaritans on 116 123**

Email [jo@samaritans.org](mailto:jo@samaritans.org)

**Shout – Text 'Shout' to 85258**

(Free 24/7 text support)

**Emergency – If a child or young person is in immediate danger, call 999**

# Prevent

Prevent is a multi-agency, voluntary programme which safeguards people identified as being vulnerable to radicalisation. A referral can come from anyone who is concerned about a person they think is at risk. It is not a criminal sanction and will not affect a person's criminal record. Many types of support are available as part of the Prevent programme, addressing educational, vocational, mental health and other vulnerabilities.

If you have a Prevent concern, you can reach out to the Fife Prevent Team by emailing [prevent.concerns@fife.gov.uk](mailto:prevent.concerns@fife.gov.uk) for guidance and support.

Should you believe someone is in immediate danger or if you witness something potentially related to terrorism:

- trust your instincts and take action by calling 999.
- or the confidential Anti-Terrorism Hotline at 0800 789 321.

## **Free Prevent training available at**

**Prevent duty training** - Online training to help professionals support people susceptible to radicalisation.

## **Further information available at**

**Prevent Duty Guidance – Scotland** - Statutory guidance for Scottish public bodies on their legal duties to prevent radicalisation and extremism.

# Sources of Support

---

## **NSPCC** – Safeguarding and other information

- [NSPCC Website](#) – Child protection charity offering advice, resources and helplines.
- [NSPCC Helpline](#) – Monday – Friday 10am – 4pm or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk)
- [NSPCC Learning](#) – Guidance to help protect children and young people.
- [Building Connections](#) – Befriending service for children and young people struggling with loneliness, helping them build confidence and resilience.
- [Listen Up, Speak Up](#) – to organise a free workshop click [here](#).
- [NSPCC Behind the Screen](#) – Guide on online risks and staying safe.
- [NSPCC Request Form](#) – Online form to request further information or support.
- [NSPCC Designated Lead Training](#) – Courses for staff in lead safeguarding roles.

## **Education Scotland** – PREVENT Information

- [CONEST 2023](#) – The UK’s counter-terrorism strategy.
- [Counter-Terrorism & Security Act 2015](#) – Law requiring public bodies to help prevent terrorism.
- [Prevent duty guidance: for Scotland](#) – Guidance for Scottish bodies on preventing radicalisation
- [Prevent Duty Training](#) – Online training to support people vulnerable to radicalisation.
- [Education Scotland – Prevent](#) – Guidance to safeguard young people from radicalisation and extremism.
- [Education Scotland – National Prevent Referral Form](#) – Form to refer safeguarding concerns.
- [Prevent learning review: Southport Attack](#) – Review of lessons from the Southport case.
- [Prevent Referral Data – Police Scotland](#) – Annual data showing how many people in Scotland are referred to Prevent and what happens next.

# Sources of Support

---

## **SDS Equality & Diversity** – Information to support Modern Apprentices, Learning Providers & Employers

- [Equality guides and resources – SDS](#) – Practical guides to support equality, diversity and inclusion for learning providers, employers and Modern Apprentices.
- [Mental Wellbeing – support for apprentices](#) – Guidance on mental health, wellbeing and where Modern Apprentices can get help.
- [Supporting Apprentices around suicide and self-harm](#) – Guidance on recognising risks and supporting Modern Apprentices.
- [Supporting Mental Health at Work: The Employer Toolkit](#) – Practical support and guidance for employers aiding Modern Apprentices' wellbeing at work.
- [List of Equality Organisations](#) – Directory of organisations focused on equality and inclusion.

## **External Links** – External resources on wellbeing, equality and safeguarding.

- [Child Protection Resources for Young People](#) – A guide to child protection in Scotland
- [CELCIS – Protecting Children](#) – Policy, guidance and resources on child protection in Scotland.
- [Keeping Children Safe in Scotland](#) – Scottish Government guides.
- [UNCRC – UNICEF UK](#) – Summary of the rights of children and young people under the UN Convention.
- [The Adolescent Brain](#) – Info on adolescent brain development.
- [Hub of Hope](#) – Mental health support directory.
- [National Trauma Transformation Programme](#) – Guidance on building trauma-informed systems across Scotland.
- [NES Mental Health & Self-Harm Prevention](#) – Resources to promote mental health and prevent self-harm or suicide.
- [GIRFEC wellbeing resources](#) – Getting it right for every child (GIRFEC) resources relating to wellbeing.
- [Inside Britain's Fascist Fight Club](#) – awareness & radicalisation resources.