

SAFEGUARDING STANDARD OPERATING PROCEDURE HEALTH & WELLBEING ACADEMY

Purpose and Context

Incorporating the procedure for the referral of wellbeing concerns, disclosures related to abuse or the Prevent Duty.

The Health & Wellbeing Academy is committed to ensuring the safety and wellbeing of children and vulnerable people with whom our work brings us into contact. The development of this standard operating procedure has been informed both by this commitment and by current legal requirements, frameworks, and regulatory expectations.

1 General Safeguarding Information

This standard operating procedure must be used in conjunction with the University of Huddersfield [Safeguarding Policy](#) and [Information Governance](#) policies.

If the clinic or wellbeing service is a collaboration between the University of Huddersfield and another Health and Social Care Provider, the providers' safeguarding policies must be referred to and followed.

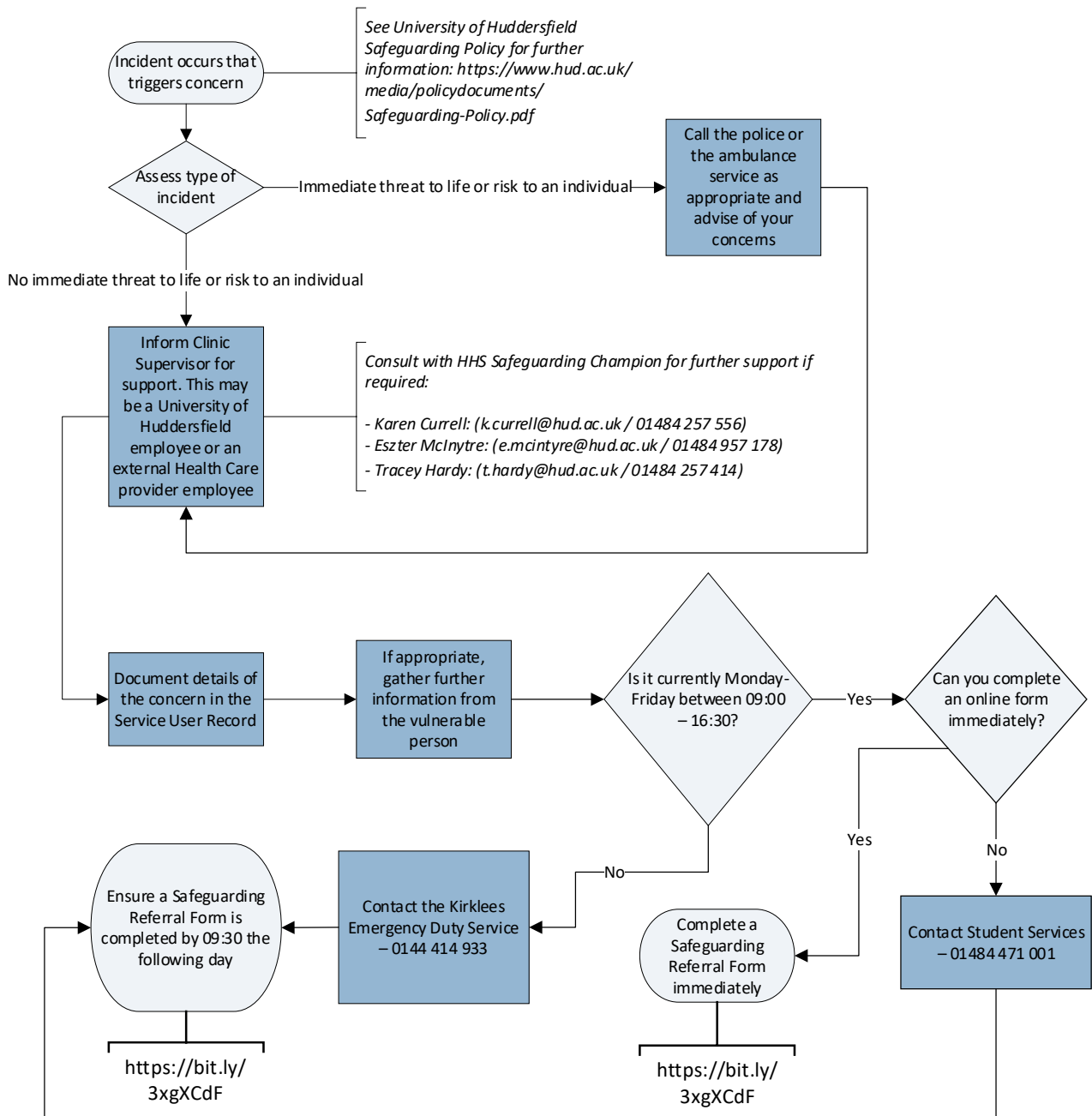
Most University employees, students, contractors, and volunteers are not trained or qualified in issues relating to children or adults with care and support needs. Therefore, it is not their responsibility to decide whether abuse has taken place or to take further action. It is however the responsibility of University staff, students, contractors, and volunteers to report any concerns they may have to designated Safeguarding Officers.

It is not the responsibility of the University or any of its staff, students, contractors, or volunteers to contact the parents or carers of the vulnerable person concerned. Enquiries from parents and carers should be directed to the designated Safeguarding Officers who will, unless otherwise instructed by the relevant authorities, refer these on to Social Services for a response.

2 Safeguarding Referral Form

The Safeguarding Referral Form detailed in the Safeguarding Procedure below can be found [here](#).

3 Safeguarding Procedure



4 Safeguarding Officers

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Standard Operating Procedure SIGN-OFF AND OWNERSHIP DETAILS	
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0.2	07/12/2021	Second draft	Sarah Shaw, Clinical Services Manager
0.1	17/11/2021	First draft	Sarah Shaw, Clinical Services Manager