

**Safer practice,  
safer learning**

# Safer learning

## Your rights and responsibilities

**niace**

department for  
**education and skills**

promoting adult learning

creating opportunity, releasing potential, achieving excellence

### What should you do if you think you are being harmed or abused?

If you think you have been harmed 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:

You can also contact:

- Samaritans – 08457 909090
- Victim Support – 0845 3030900



Images adapted from CHANGE picture bank.

**niace**  
promoting adult learning

department for  
**education and skills**  
creating opportunity, releasing potential, achieving excellence

© Crown copyright  
Published for DfES by NIACE  
21 De Montfort Street, Leicester LE1 7GE  
Further copies can be obtained, quoting  
ref: 00494-2007LEF-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: 978-1-84478-954-2  
Designed by Creative by Design Ltd  
Printed by Aspect Binders and Print Ltd  
Images adapted from CHANGE picturebank

# Safer learning

## Your rights and responsibilities

Personal safety is important when you take part in any kind of learning. You have the **right** to be and feel safe. People should not harm or abuse you, or threaten to do this.

Your **responsibilities** are to respect other people's rights to safety, and not to harm or abuse others or threaten to harm or abuse them.

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

### Physical abuse

People should not hurt you by carrying out any physical violence such as hitting, kicking, pinching, burning, pushing, binding or tying you up.

### Sexual abuse

People should not:

- carry out any sexual abuse such as unwanted and uninvited touching;
- force you to touch the sexual parts of their bodies;
- force you to take part in a sexual act with them;
- make suggestive, sexual remarks to you; or
- use sexist language.

### Psychological or emotional abuse

People should not upset you by carrying out any psychological or emotional abuse such as bullying, harassment, taunting, teasing or making belittling remarks about you.

### Neglect

If you have personal care support, people who are there to support you should not neglect you or ignore you if you ask for their help.

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 decisions.

### Financial, money or material abuse

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

### Discrimination

People should not treat you badly because of your age, disability, gender, ethnicity, religion or sexual orientation.