

What to do if you believe there is a safeguarding concern with an OU Student.

If someone is in immediate danger then call 999

Recognise

- Following your Randstad safeguarding training, if you recognise the circumstance the student finds themselves in a safeguarding situation, it is **your responsibility** to refer the student for support, this may include contacting local Social Services help desk for advice or signposting the student to online resources.

Respond

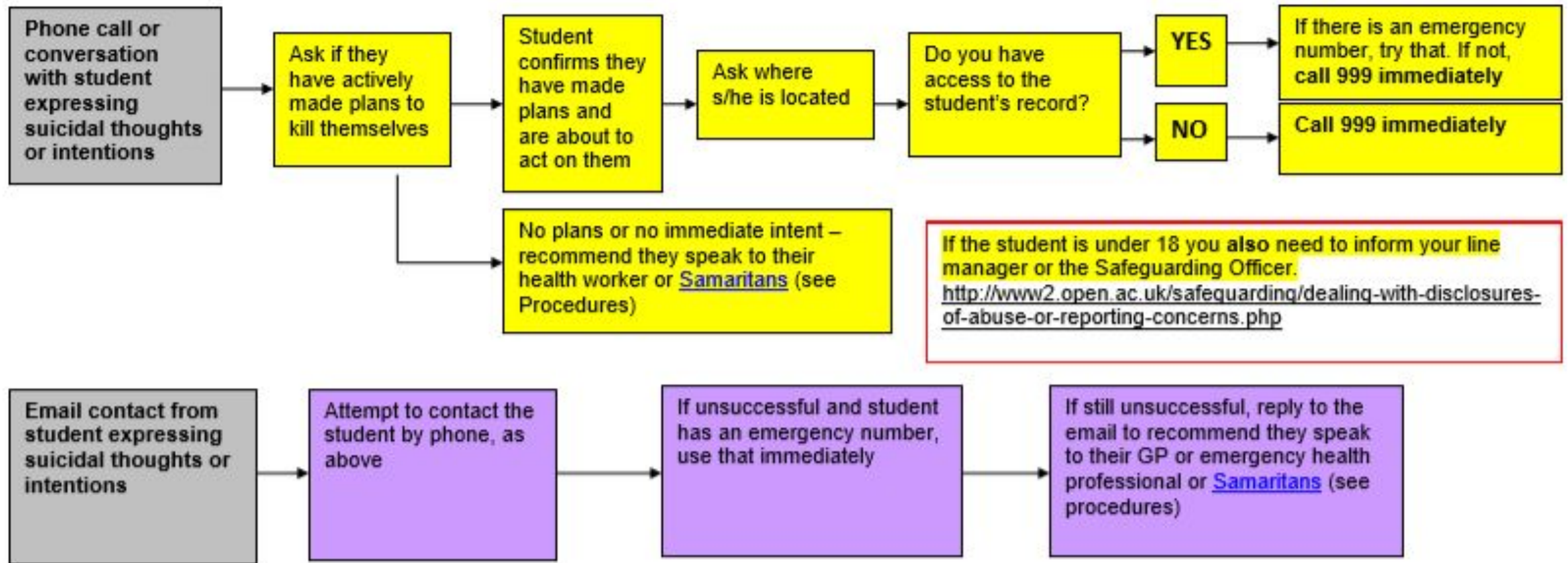
- Let the student know you have a duty of care and need to report your concerns.
- Concerns need to be reported to the student's local Multi Agency Safeguarding Hub (MASH TEAM) They will take information from you and take action as required.

Report

- Once you have shared your concerns with the student's local MASH team, the OU's safeguarding team need to be informed. Complete the weblink <https://msds.open.ac.uk/forms/safeguarding/> You must include details of who or which agency you referred your concern to, along with the date and time you did this.
- The OU Safeguarding team will decide if they also need to take action and support the student.

To inform the OU safeguarding team you have made a referral relating to a student of theirs, please complete the webform at this link <https://msds.open.ac.uk/forms/safeguarding/> or email the safeguarding team (Safeguarding-Referrals@open.ac.uk) who can forward you a word version of the form to complete.

Guidance for supporting a distressed or suicidal student.



Once you have followed these pathways and reported your concerns accordingly, please contact the safeguarding referrals team via email Safeguarding-Referrals@open.ac.uk with the details of the student, their PI and date and time of incident along with the actions you took, so we can then follow up with the student.