



Bee Inspired Safeguarding Disclosure Policy

If, during sessions, workshops, or any other interactions, a client discloses a concern or a potential risk to their safety or well-being is identified, Bee Inspired Associates are trained to respond and report following established safeguarding protocols. These protocols are reviewed annually and all associates undergo comprehensive training.

For more detailed information, resources and action steps, please refer to our full safeguarding disclosure policy at www.beeinspired.info/safeguarding-disclosure

Emergency

The Client is at immediate risk to themselves or others.

Initial Support

The Associate to whom the disclosure is made has clear guidelines to support the Client in getting immediate support from emergency services or helplines.

Safeguarding Form

Following disclosure, the Associate will complete an internal safeguarding form stating the facts of the disclosure and actions taken.

DSL Informs Learning Provider

On receiving the safeguarding form, our DSL will promptly inform the Client's Learning Provider following their safeguarding process.

DSL Connects With Associate

To ensure the wellbeing of our team, the DSL will reach out to the Associate and support however is needed.

Alternative Resources & Supporting Letter

The DSL, working with the Associate, will provide the Client with a list of alternative support options and a letter to help them communicate with their GP and other providers.

Supporting Client With Two Further Sessions

To ensure that the Client has the best support possible, the Associate or DSL will have two final sessions with the Client, helping them to reach out to alternative and more appropriate support options together.

Report To Learning Provider

As the Client finishes their support with Bee Inspired, the DSL will meet with the Learning Provider and provide a report of the support given and the final date of support.

Support To Come To An End

As the Client receives more appropriate support outside of Bee Inspired's expertise, sessions will cease. The Client may be referred to Bee Inspired again in the future, should their needs once again fall within our scope of support.

Concern

The information shared by the client warrants additional consideration.

Initial Support

The Associate to whom the disclosure is made has clear guidelines and resources to support the Client if necessary in the moment.

Safeguarding Form

Following the disclosure, the Associate will complete an internal safeguarding form stating the facts of the disclosure and actions taken.

Support Sessions Continue

The Associate will continue to work with the Client, reporting any further disclosures as necessary.

DSL Review & Monitor Client Wellbeing

The DSL will review the disclosure(s) and decide based on the nature and vulnerability of the Client, the next steps. The DSL will review with the Associate as necessary to ensure their own wellbeing and their ability to support.

Additional Resources & Supporting Letter

The DSL, working with the Associate, will provide the Client with a list of additional support options and a letter to help them communicate with their GP and other providers.

DSL Informs Learning Provider

When considered necessary, the DSL will inform the Client's Learning Provider following their safeguarding process.

Support To Come To An End

Bee Inspired sessions conclude when the support reaches its natural endpoint, or when safeguarding concerns necessitate a referral to alternative support that better addresses the client's needs. We welcome future referrals if the client's needs aligns with our services again.

Terms

Associate - The coach or counsellor working with the client.

Client - The learner referred for Bee Inspired Support.

DSL - Bee Inspired's inhouse Dedicated Safeguarding Leads:

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DSL - Head Of Support
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