

Safeguarding Policy Additions



BHS Assessments

BHS delivers assessments for BHS and BHSQ qualifications. BHS Assessments are held at BHS Approved Centres, or some units can be assessed via video call.

BHS, or the assessment venue, do not provide supervision for candidates during breaks or at lunch time.

In addition to the guidance and procedures set out in this document, we safeguard candidates under 18 during BHS Assessments by:-

- Consent* from a parent or carer is given for the assessment booking and assessment information is also sent to the parent or carer following confirmation of booking
- Candidate to follow the Access Arrangements and Reasonable Adjustment process if they (or a member of their support network) wishes to request any access arrangements for a BHS Assessment,
- Emergency contact details are required for candidates before the assessment day. The emergency contact is called once if a candidate doesn't turn up.
- The Candidate Emergency Contact Form is sent to the parent or carer before the assessment day. It's the responsibility of the parent or carer to complete this form and for this to be given to the assessor on the assessment date.
- The lead assessor is made aware who on the assessment is under 18 years of age.
- We recommend that candidates below the age of 18 years of age are accompanied by a responsible adult who remains at the assessment centre for the duration of the assessment
- If the accompanying adult leaves the assessment centre at any time, the responsibility for the candidate remains with the accompanying adult. It is the responsibility of the accompanying adult to leave emergency contact details with the assessor who must be contactable.
- All assessors are introduced on the day before the assessment, informing candidates of the timetable of the day, what to expect and who to report to should they have a concern
- The assessment centre will have their Safeguarding Lead on-site for the duration of the assessment
- Candidates are required to sign in and out on the assessment day
- Online assessments are recorded
- All assessment activities are risk assessed; reflecting specific requirements for children and young people where applicable
- All assessors are current in safeguarding and first aid training
- All assessors have the required Criminal Record check as per the guidelines set by the UK Nation or country of residence they live in
- Accidents Policy followed in the unlikely event of an accident such as a rider fall
- Implementing Internal Quality Assurance which looks at Health and Safety on IQA visits

*Parent/guardian consent is not required for students taking an assessment at a college, school or other education provider where they are enrolled. Responsibility will defer to the education provider and the safeguarding measures they have in place for their own students.

BHS Approved Centres organising and delivering 'in-house' BHS Stage 1 assessments must take responsibility for the safeguarding of children and adults at risk for these assessments.