

NEWSLETTER

LINDEN
Training & Apprenticeships
January 2025

Happy New Year!

Welcome to the latest edition of Linden's quarterly SPW newsletter!

As we welcome a new year, we're excited to share the latest updates and resources to help you foster safe, inclusive, and supportive workplaces. At Linden, we remain committed to equipping you with the knowledge and tools needed to uphold safeguarding responsibilities, meet Prevent duties, and prioritise employee wellbeing. Together, let's make 2025 a year of growth, resilience, and positive impact for your teams

#TimeToTalk



Get comfortable and start talking about mental health



Time to Talk Day is the nation's biggest mental health conversation. It's a day for friends, families, communities and workplaces to come together to talk, listen and change lives.
6th February 2025

Time to Talk Day 2024 revealed that nearly two thirds of the UK public put on a brave face to avoid talking about their mental health and nearly half of us are less likely to open up as we don't want to worry others in already difficult times. Talking openly and honestly can be the first step towards better mental health for everyone. It can reduce stigma and help people feel comfortable enough to seek help when they need it.

For more information on how you can get involved visit:
timetotalkday.co.uk

LGBT+ History Month, celebrated throughout February, is a time to recognise and honour the contributions and struggles of lesbian, gay, bisexual, and transgender individuals. It's an opportunity to educate, raise awareness, and promote equality for the LGBTQ+ community.

How to Get Involved in LGBT History Month

There are numerous ways to participate in and support LGBT History Month:

Attend Events: Look for local events, workshops, and lectures that focus on LGBTQ+ history, culture, and rights. Many communities host educational and entertaining activities.

Educate Yourself: Take the opportunity to learn about the history of LGBTQ+ activism, the struggles faced by the community, and the progress that has been made.

Share Stories: Encourage LGBTQ+ individuals to share their stories and experiences. Listening to personal narratives can foster empathy and understanding.

Advocate for Inclusivity: Promote inclusivity and acceptance in your workplace, school, or community. Advocate for LGBTQ+ rights and support local LGBTQ+ organisations.

Engage on Social Media: Use social media platforms to share LGBTQ+ history, facts, and positive messages. Connect with LGBTQ+ organizations

Staying Safe Online

In today's digital age, online safety is a critical aspect of safeguarding and ensuring the wellbeing of individuals, especially children, young people, and vulnerable adults. Below are some practical tips and insights to help promote a safe and positive online environment.

Staying Safe

- Strong Passwords: Use unique, secure passwords.
- Privacy Settings: Limit who can see your information.
- Think Before Clicking: Avoid suspicious links or messages.
- Monitor Screen Time: Balance online and offline activities.

Recognising Risks

- Cyberbullying: Harmful interactions online.
- Privacy Breaches: Sharing sensitive information.
- Scams & Predators: Fake offers or exploitative behaviour.

Safeguarding Children

- Use parental controls to block inappropriate content.
- Keep communication open about their online activity.
- Watch for behavioural changes that might indicate online harm.

Promoting Wellbeing

- Take regular breaks from screens.
- Follow positive and trustworthy content.
- Be critical of misleading or harmful information.

Report Concerns

- Use platform tools to report harmful content.
- Seek help from NSPCC, Childline, or local authorities if needed.

By staying informed and proactive, we can create a safer online environment for everyone. Let's prioritise digital safety as an essential part of safeguarding and wellbeing.

For more information about keeping safe online, and how you can get involved in Safer Internet Day 2025 visit :
saferinternet.org.uk

Understanding Specific Learning Difficulties

The term specific learning difficulties describes a group of related conditions that often overlap or occur together. What they have in common is that they affect the way individuals learn and the way information is processed. They are neurological – arising from differences in the structure of the brain. They do not relate to levels of intelligence.

The most common of these are:

- **Attention Deficit Hyperactivity disorder (ADHD)/Attention Deficit Disorder (ADD)**
 - **Dyslexia**
- **Developmental Coordination Disorder (DCD)**
 - **Dyscalculia**

Whilst each of the different conditions has particular characteristics, there are some characteristics which can be seen in individuals with any of the specific learning difficulties mentioned.

These include difficulties with:

- **Memory** - **Organisation** - **Time management** - **Reading** - **Writing** - **Visual processing of information**

Key Strengths of Employees with Specific Learning Difficulties

Strong Verbal Communication

Some SLDs are linked to a preference for verbal expression, making these employees excellent communicators, whether in discussions, presentations, or collaboration.

Creative Problem-Solving

Many individuals with SpLDs excel at thinking outside the box and approaching challenges in innovative ways. Their ability to view problems from different angles often leads to creative and effective solutions.

Big-Picture Thinking

Employees with conditions such as dyslexia often have strong holistic thinking skills, allowing them to see overarching patterns, connections, and long-term impacts.

Exceptional Memory

For some with dyspraxia or dyslexia, memory for stories, spoken instructions, or visual information can be a standout skill.

Collaboration and Empathy

Many individuals with SpLDs develop strong interpersonal skills and emotional intelligence, making them valuable team members who contribute to a positive and collaborative workplace culture.

Resilience and Adaptability

Navigating challenges in learning and daily life fosters a high level of determination, adaptability, and perseverance—qualities that translate into strong work ethics and problem-solving abilities.

Employers in the UK seeking information on supporting individuals with specific learning disabilities can access several valuable resources:

- **Mencap:** Offers comprehensive guidance on employing individuals with learning disabilities, including answers to frequently asked questions and resources to support inclusive employment practices.
- **National Development Team for Inclusion (NDTi):** Provides guides to support employers in including individuals with learning disabilities in the workplace.
- **British Association for Supported Employment (BASE):** Offers resources and information on learning disability employment policy in England, supporting employers in creating inclusive workplaces.
- **GOV.UK:** Offers official guidance on employing disabled people and individuals with health conditions, including information on legal obligations and best practices.

What to do if you have a safeguarding / PREVENT concern.

We wanted to share a reminder about the importance of being vigilant. Awareness and prompt action can make a real difference.

Remember the 4 R's

Recognise – the signs and indications of abuse

Respond – as soon as possible

Record – everything you have heard, what was said or any actions seen

Refer – to the designated person

PREVENT TRAINING (Extremism + Terrorism)

The government offer a wealth of free online Prevent awareness training- course content includes:

- The Prevent duty
- Different forms of extremism and terrorism
- The risk around radicalisation and your supportive role
- Making a Prevent referral that is both informed and made with good intention the interventions and support available

For more information visit: www.gov.uk/guidance/prevent-duty-training



January - March

29th
Jan



Chinese New Year

10th - 16th
Feb

National
Apprenticeship Week
2025

11th
Feb

Safer Internet Day

17th
Feb

Random Acts of
Kindness Day

8th
March

International
Women's Day

30th
March

Clocks **SPRING**
forward

Glossary

Prevent Duty is a UK government strategy designed to safeguard individuals from being drawn into terrorism. It places a legal obligation on certain authorities, such as schools, healthcare providers, and local governments, to have due regard to the need to prevent people from being radicalized.

Well-being is a term that encompasses the overall state of being comfortable, happy, and healthy in various aspects of life. It includes physical, mental, emotional, and social well-being. Achieving a sense of well-being involves taking care of oneself, fostering positive relationships, managing stress effectively, and finding a balance between work and personal life.

Safeguarding refers to the collective efforts and measures taken to protect individuals, especially vulnerable groups such as children, young people and adults at risk, from harm, abuse, neglect or exploitation.

Financial wellbeing is an essential part of overall health. Feeling in control of your finances can reduce stress, improve mental clarity, and help you achieve your goals. Here are some practical budgeting and finance tips to support your financial wellbeing:

1. Create a Simple Budget

- Use budgeting tools or apps (e.g., Mint, YNAB, or a simple spreadsheet) to track spending.

2. Prioritise Your Savings

- Start small: Aim to save at least 10% of your income or whatever is feasible.
- Set up an emergency fund to cover 3–6 months of essential expenses for unexpected events.
- Automate savings by scheduling transfers to a savings account after payday.

3. Cut Unnecessary Expenses

- Identify subscriptions or memberships you no longer use and cancel them.
- Plan meals and shop with a list to avoid overspending on groceries.

4. Manage Debt Effectively

- List your debts and prioritize paying off high-interest loans first (the "avalanche method") or start with smaller balances for a quick win (the "snowball method").

5. Set Financial Goals

- Short-term: Save for a holiday, reduce credit card debt, or build an emergency fund.
- Long-term: Plan for retirement or a major life event like buying a home.
- Break goals into smaller, achievable steps and celebrate milestones along the way.

6. Protect Your Finances

- Regularly review your bank statements for accuracy and fraudulent activity.
- Build good credit by paying bills on time and keeping credit utilisation low.

7. Seek Support if Needed

- If finances feel overwhelming, speak with a financial advisor or use free online resources.
- Many employers offer Employee Assistance Programmes (EAPs) or workshops on financial wellbeing.

For further information and support visit:

The Money Charity
themoneycharity.org.uk

NHS
www.england.nhs.uk/supporting-our-nhs-people

Money Helper
www.moneyhelper.org.uk



What to do if you have a safeguarding

concern about someone at work?

Contact your designated trainer or Linden's designated Safeguarding Lead:

Ryan Bell (Managing Director & Safeguarding Lead)

Freephone: 0800 2980632

ryan@lindenmanagement.org.uk

Have your say

What would you like us to cover in the next SPW newsletter? Please submit suggestions to nikki@lindenmanagement.org.uk



www.lindenmanagement.org.uk