

UNIT 4: SAFEGUARDING - Assessment Plan

TQUK Level 3 Diploma in Adult Care (RQF)

Qualification Number: 610/0103/6

Centre: T21 Services UK

Centre Number: #36257481088

November 2025

UNIT 4: SAFEGUARDING AND PROTECTION IN HEALTH AND SOCIAL CARE

Guided Learning Hours (GLH): 20 hours

LEARNING OUTCOMES & ASSESSMENT CRITERIA

Learning Outcome 1: Understand the principles of safeguarding adults

- 1.1 Explain the term 'safeguarding'
- 1.2 Explain own role and responsibilities in safeguarding individuals
- 1.3 Define the following terms: Physical abuse, Domestic abuse, Sexual abuse, Emotional/psychological abuse, Financial/material abuse, Modern slavery, Discriminatory abuse, Institutional/organisational abuse, Self-neglect, Neglect by others

Learning Outcome 2: Know how to recognise signs of abuse

- 2.1 Identify the signs and/or symptoms associated with each of the following types of abuse: Physical abuse, Domestic abuse, Sexual abuse, Emotional/psychological abuse, Financial/material abuse, Modern slavery, Discriminatory abuse, Institutional/organisational abuse, Self-neglect, Neglect by others
- 2.2 Describe factors that may contribute to an individual being more vulnerable to abuse

Learning Outcome 3: Know how to respond to suspected or alleged abuse

- 3.1 Explain the actions to take if there are suspicions that an individual is being abused
- 3.2 Explain the actions to take if an individual alleges that they are being abused
- 3.3 Identify ways to ensure that evidence of abuse is preserved

Learning Outcome 4: Understand the national and local context of safeguarding and protection from abuse

- 4.1 Identify relevant legislation, national policies and local systems that relate to safeguarding and protection from abuse
- 4.2 Explain the roles of different agencies in safeguarding and protecting individuals from abuse
- 4.3 Identify sources of information and advice about own role in safeguarding and protecting individuals from abuse
- 4.4 Identify when to seek support in situations beyond own experience and expertise

GLH DELIVERY BREAKDOWN (20 HOURS)

ASSESSMENT METHODS & EVIDENCE REQUIREMENTS

Assessment Method 1: Professional Discussion (45-60 minutes)

Activity	Hours	Delivery Method
Self-directed study of learning materials	10	Online platform + PDF resources
Professional discussion with assessor	3	Face-to-face/video call
Safeguarding scenarios analysis	3	Written/verbal analysis
Legislation research activity	2	Research and documentation
Reflective account writing	1	Written assignment
Tutorial support & feedback	1	One-to-one session
TOTAL	**20**	**Blended approach**

Covers: LO1.1, LO1.2, LO1.3, LO2.2, LO3.1, LO3.2, LO3.3, LO4.3, LO4.4

Questions Asked:

1. What does safeguarding mean in your role?
2. What are your responsibilities for safeguarding?
3. Define the different types of abuse (physical, sexual, emotional, financial, etc.)
4. What factors make individuals more vulnerable to abuse?
5. What would you do if you suspected abuse?
6. What would you do if someone disclosed abuse to you?
7. How do you preserve evidence of abuse?
8. Where would you get advice about safeguarding?
9. When would you seek support beyond your expertise?

Evidence Generated:

- Professional discussion record
- Detailed assessor notes
- Audio/video recording (optional)

Assessment Criteria Met:

- ✓ 1.1, 1.2, 1.3, 2.2, 3.1, 3.2, 3.3, 4.3, 4.4

Assessment Method 2: Written Assignment - Types of Abuse

Covers: LO1.3, LO2.1

Task:

Create a comprehensive guide covering ALL types of abuse:

- Physical abuse
- Domestic abuse
- Sexual abuse
- Emotional/psychological abuse
- Financial/material abuse
- Modern slavery
- Discriminatory abuse
- Institutional/organisational abuse
- Self-neglect
- Neglect by others

For EACH type, provide:

- Definition
- Signs and symptoms
- Real-world examples
- How to respond

Word Count: 1500-2000 words

Evidence Generated:

- Written assignment
- Signed and dated
- References included

Assessment Criteria Met:

- ✓ 1.3, 2.1

Assessment Method 3: Safeguarding Scenarios Analysis

Covers: LO2.1, LO2.2, LO3.1, LO3.2, LO3.3

Scenarios Provided:

1. Physical Abuse: Service user has unexplained bruises
2. Financial Abuse: Family member accessing service user's bank account
3. Neglect: Service user left in soiled clothing
4. Emotional Abuse: Staff member shouting at service user
5. Sexual Abuse: Inappropriate touching by visitor

Task:

For each scenario:

- Identify the type of abuse

- List signs and symptoms present
- Explain vulnerability factors
- Describe immediate actions to take
- Explain how to preserve evidence
- Identify who to report to

Evidence Generated:

- Written scenario responses (300-400 words each)
- Signed and dated

Assessment Criteria Met:

- ✓ 2.1, 2.2, 3.1, 3.2, 3.3

Assessment Method 4: Legislation & Policy Research

Covers: LO4.1, LO4.2

Task:

Research and document:

National Legislation:

- Care Act 2014 (safeguarding duties)
- Mental Capacity Act 2005
- Safeguarding Vulnerable Groups Act 2006
- Human Rights Act 1998

Local Policies:

- Local Safeguarding Adults Board (LSAB) procedures
- Organizational safeguarding policy
- Multi-agency safeguarding arrangements

Agencies:

- Local Authority Safeguarding Team
- CQC
- Police
- NHS
- Advocacy services

For each, explain:

- Main provisions
- Relevance to your role
- How agencies work together

Evidence Generated:

- Written report (1000-1500 words) OR
- Presentation with speaker notes

Assessment Criteria Met:

- ✓ 4.1, 4.2

Assessment Method 5: Reflective Account

Covers: LO1.2, LO3.1, LO4.4

Task:

Reflect on your safeguarding responsibilities:

- Describe your role in safeguarding
- Reflect on a time you raised a safeguarding concern
- How did you respond?
- Who did you report to?
- What support did you access?
- What was the outcome?
- What did you learn?

Word Count: 500-800 words

Evidence Generated:

- Written reflective account
- Signed and dated

Assessment Criteria Met:

- ✓ 1.2, 3.1, 4.4

Assessment Method 6: Witness Statement

Covers: LO1.2, LO3.1

Witness: Safeguarding lead or line manager

Statement Confirms:

- Learner understands safeguarding responsibilities
- Learner follows safeguarding procedures
- Learner reports concerns appropriately
- Learner maintains confidentiality
- Learner seeks support when needed

Evidence Generated:

- Witness statement on letterhead
- Specific examples provided
- Signed and dated

Assessment Criteria Met:

- ✓ 1.2, 3.1

ASSESSMENT PLAN SUMMARY

ASSESSMENT TEMPLATES PROVIDED

Assessment Method	1.1	1.2	1.3	2.1	2.2	3.1	3.2	3.3	4.1	4.2	4.3	4.4
Professional Discussion	■	■	■		■	■	■	■			■	■
Written Assignment			■	■								
Scenario Analysis				■	■	■	■	■				
Legislation Research									■	■		
Reflective Account		■				■						■
Witness Statement		■				■						

1. ✓ Professional Discussion Record Template
2. ✓ Written Assignment Template
3. ✓ Safeguarding Scenarios & Response Template
4. ✓ Legislation Research Template
5. ✓ Reflective Account Template
6. ✓ Witness Statement Template

Prepared by: T21 Services UK

Date: November 2025

Version: 1.0