

Step 1 – Use your best judgement to establish if your concern reaches the threshold of yellow, amber or red concerns.

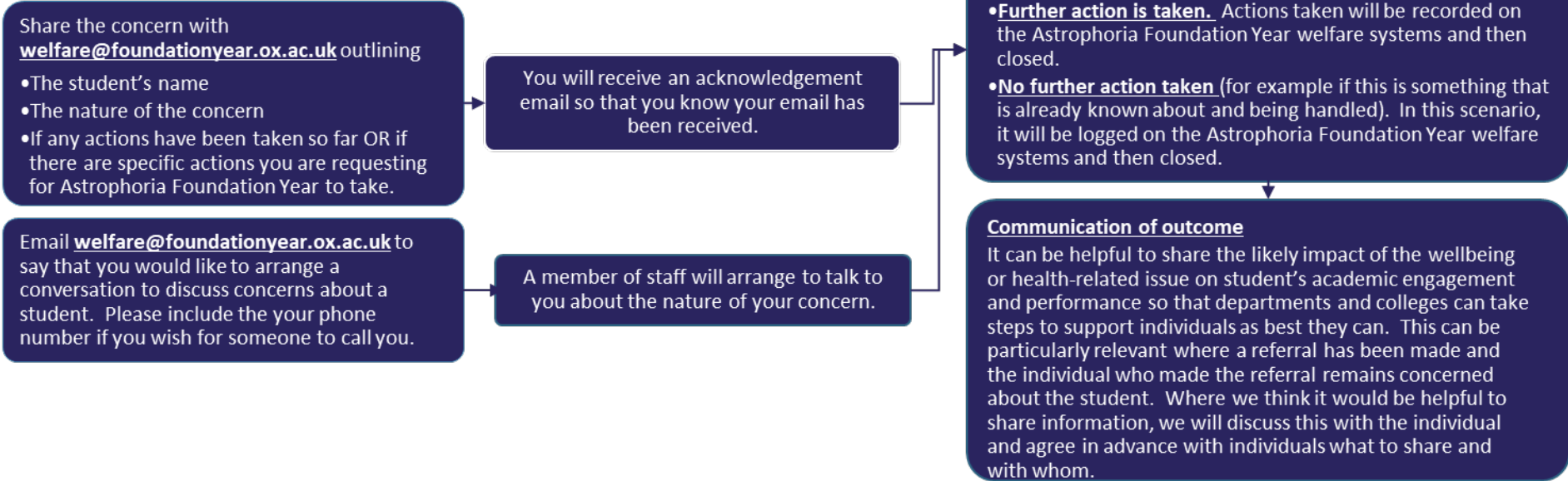
Yellow concerns	Amber concerns	Red concerns
<ul style="list-style-type: none">• Lower level concerns.• Examples of Yellow concerns may include*:<ul style="list-style-type: none">• Students who have missed or been late to two sessions in an eight week term• Students who have appeared ‘out of sorts’ during a session and who have not responded to your attempts to cheer them up.• Students who have mentioned something in passing that you don’t feel comfortable about.• A usually talkative student becomes introverted or withdrawn.• Students have spoken about having ‘run out of money’.• A student shows a lack of personal care, such as neglecting to attend to their own personal hygiene, suitable clothing or eating.• You notice a student with a sudden weight loss or weight gain.• Concerns of this nature will be picked up as soon as reasonably practicable. We aim to respond to Yellow concerns within 2 working days (but often this will be sooner).	<ul style="list-style-type: none">• Mid Level Concerns• Examples of Amber concerns may include*:<ul style="list-style-type: none">• A persistent concern that may have been raised before but appears to be escalating.• You notice that a student has fresh self harm marks.• You are concerned that a student does not have money for food to eat today, and has spoken about not having eaten for a number of days.• A student has unusually slurred speech, tremors or poor coordination.• A student often has bloodshot eyes with pupils larger or smaller than normal.• A student is observed to be distressed or upset on more than one occasion.• Concerns of this nature will be responded to within 1 working day Mon-Fri, 0th to 9th week.• Concerns of this nature raised during vacations, on bank holidays or during weekends, will be dealt with as soon as reasonably practicable.	<ul style="list-style-type: none">• The individual is considered to be at Risk of Serious Harm and/or at Risk of causing Serious Harm• From the Confidentiality in Student Welfare Guidance¹:<ul style="list-style-type: none">• “Risk” means a risk that a person involved in student health and welfare considers is reasonably possible to occur given the facts within their knowledge. They need not conclude an outcome is more likely than not, only that they reasonably believe an outcome is possible.• “Serious Harm” means:<ul style="list-style-type: none">• a. death or serious mental or physical injury, including from illegal drug use and sexual assault, and/or• b. suicide (whether or not there is or has been an attempt or intent to end their life) and/or• c. self-harm; and/or• d. endangering the life, health or safety of any other person.• Concerns of this nature need to be responded to immediately.

* Please note, this is not an exhaustive list but provided as an indication of examples that you may come across. If you would like further advice, please contact the Astrophoria Foundation Year Welfare Lead on welfare@foundationyear.ox.ac.uk or call on (01865 2) 80149.

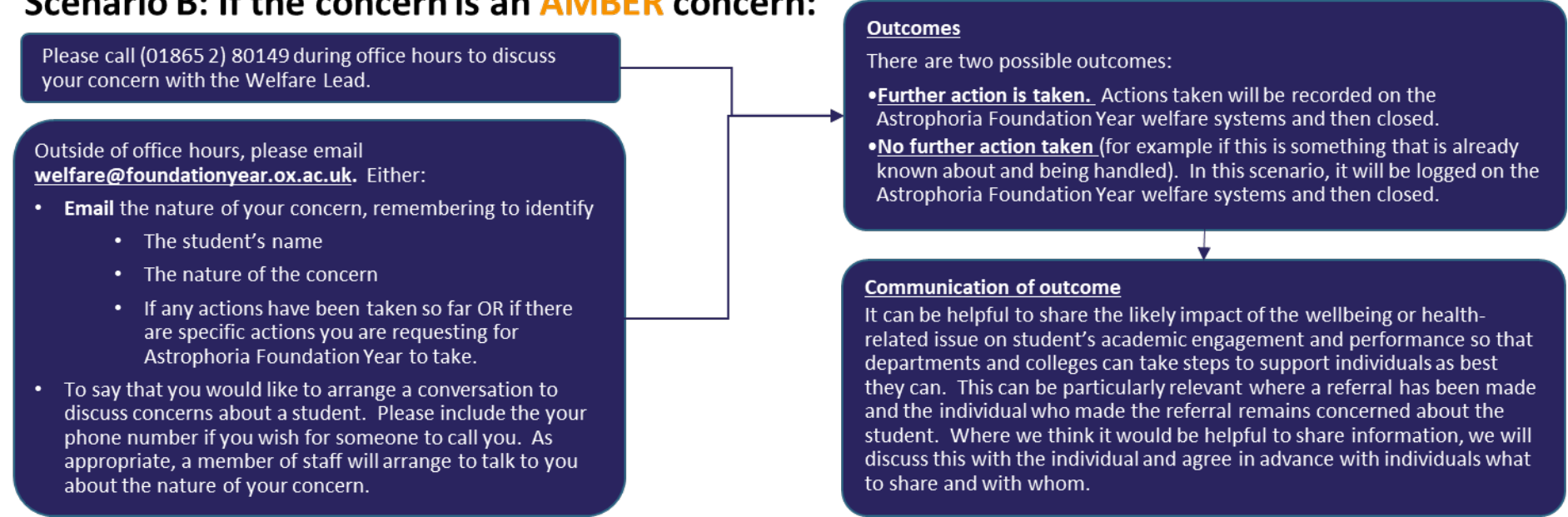
¹ <https://www.ox.ac.uk/sites/files/oxford/Guidance%20on%20Confidentiality%20in%20Student%20Welfare%20v3%20MT24.pdf>

Step 2 – based on your judgement, follow the appropriate actions to take on the next page.

Scenario A: If the concern is a **YELLOW** concern

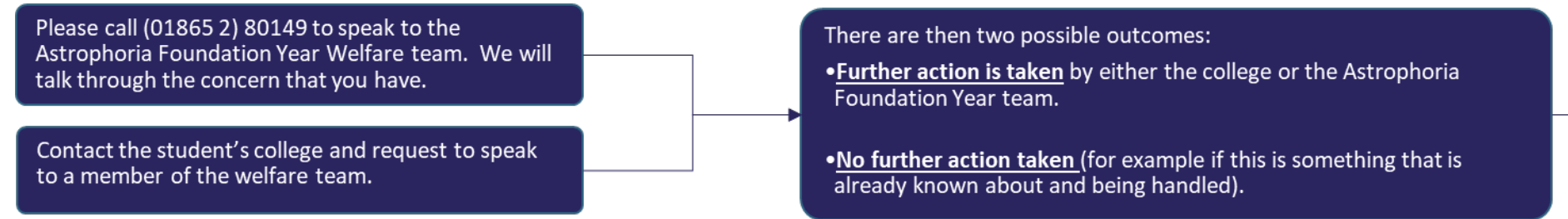


Scenario B: If the concern is an **AMBER** concern:



Scenario C: If the concern is a **RED** concern and suggests the individual is considered to be at Risk of Serious Harm and/or at Risk of causing Serious Harm

i) During office hours (8.30am to 4.30pm) in weeks 0-9:



In an emergency situation, it may be more appropriate to contact the emergency services without delay on 999 or 101.

ii) Outside office hours in weeks 0-9 or during vacations:

