Safeguarding Policy

Amsterdam HSE International Academy (AHIA) — learner and quality policy

Organisation	Amsterdam HSE International Academy (AHIA), legal entity Dienstverlening AB B.V.
KvK / VAT	65457609 / NL856120558B01
Address	Uitingstraat 20B, 5331 EJ Kerkdriel, the Netherlands
Head of Centre	Mr. Johannes (Hans) Schellevis, CEO
Contact	hans@ahia.nl | +31 6 19 29 96 10 | www.ahia.nl
Version / issued	1.1 / 28 November 2026 (first issued 1 October 2026)
Next review	October 2027, or sooner after a change in law, awarding body rules or a serious incident

1. Purpose and scope

AHIA protects every learner from harm, abuse, exploitation and radicalisation. Its courses are designed for adults aged 18 and over, but AHIA applies safeguarding to all learners, including any young or vulnerable adults.

This policy applies to all staff, trainers, associates, invigilators and learners of AHIA, for online, classroom and in-company courses, including qualifications certified by the awarding bodies AHIA works with.

2. Safeguarding lead

The Head of Centre, Mr. Johannes Schellevis, is AHIA's safeguarding lead (hans@ahia.nl, +31 6 19 29 96 10).

3. Practice

- Learners under 18 are only accepted with written consent of a parent or guardian and their employer, and are never left alone one-to-one with a trainer in a closed room or private online session.
- Trainers keep all contact with learners professional and use AHIA channels only.
- Online sessions use password-protected links and waiting rooms, so only enrolled learners can join.
- Trainers are vetted before approval and briefed on this policy.

4. Reporting a concern

1. Anyone with a safeguarding concern reports it the same day to the safeguarding lead.
2. Where someone is in immediate danger, the police or emergency services (112 in the Netherlands) are called first.
3. The safeguarding lead records the concern, decides on action and, where needed, contacts the relevant authorities (for example Veilig Thuis in the Netherlands).
4. Information is shared only with people who need to know.

5. Responsibility and review

The Head of Centre owns this policy, makes sure every trainer and staff member has read it, publishes it to learners on www.ahia.nl, and reviews it every 12 months.

6. Approval

Name	Johannes (Hans) Schellevis
Position	CEO and Head of Centre
Status	Approved. Signed original held on file at AHIA.
Date	28 November 2026