

Safeguarding Courses: Registration Guide (English)



To access the three courses:

- Safeguarding Essentials
- Safeguarding Practice
- Effective Safeguarding

You need to first register on the Open Learn Create platform.

To do this **click here**.

You will see the first screen **(1)**.

Click the circled 'create account' button.

This will take you to the next screen **(2)**.

Fill in your details and click 'submit'.

Now you have an account you can access the three courses.

The screenshot shows the 'Sign in to the OU website' page. On the left, there is a 'Sign in' section with fields for 'Username' and 'Password', and a 'Sign in' button. On the right, there is a 'New visitor?' section with a 'Create account' button circled in red. Below this, there is a 'Start sign in' section with a 'Sign in' button and a link to 'Start password reset'.

The screenshot shows the 'Create account' page. It includes a header with 'Create account' and a link to 'Sign in'. Below this, there is a form with fields for 'Title*', 'Forenames*', 'Surname*', 'Date of birth (DD/MM/YYYY)*', 'Email address*', 'Retype email address*', 'Phone number', 'Password*', and 'Retype password*'. There is a checkbox for 'I accept the terms and conditions*' and a section for 'Your contact preferences' with a 'Can we stay in touch?*' question. At the bottom, there is a 'Submit' button circled in red.

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We will take you through the steps to enrol on Safeguarding Essentials.

To start the course **click here** which will take you to the course homepage. You first need to login with your new details, so click on the sign in button highlighted **(3)**.

This takes you back to the login page. Enter your email and password and click submit. You should be redirected back to the course home page, but the button will change to say 'my profile'.

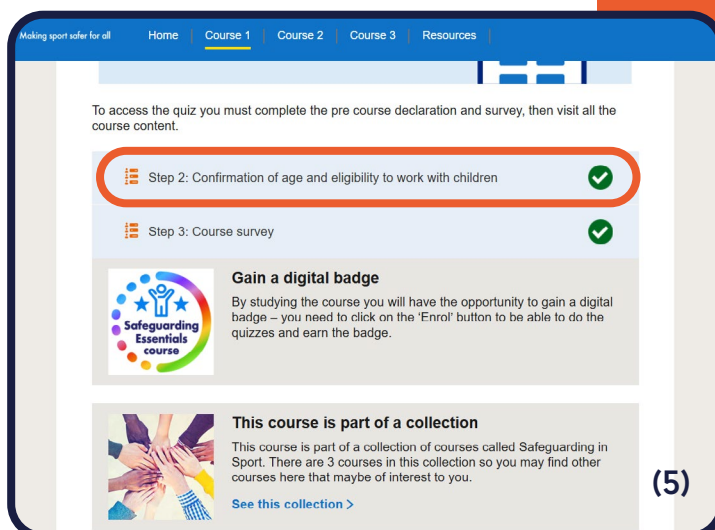
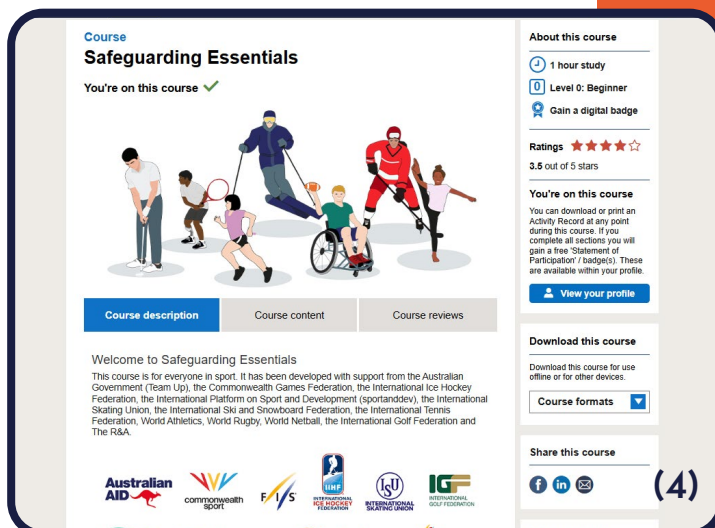
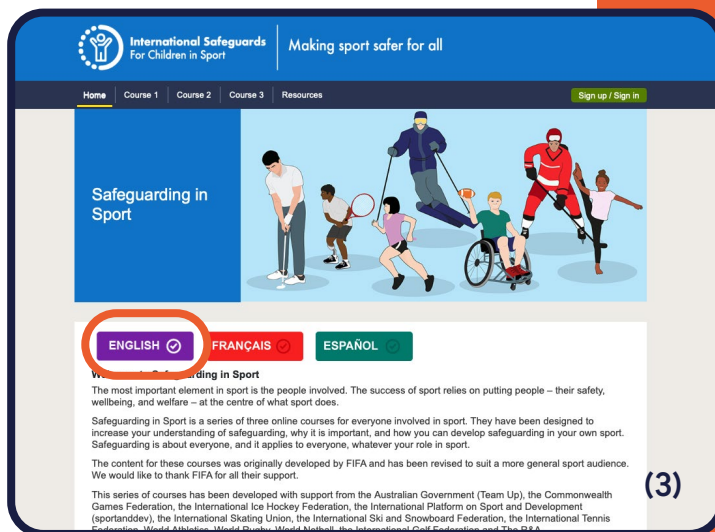
Select which course you want to start using the buttons at the top of the page. When you select Course 1 it takes you to this screen **(4)**.

Scroll down and complete Step 2 to confirm your age and eligibility to work with children by clicking on this section **(5)**.

Click on answer the questions and then submit questionnaire to complete Step 2.

A green tick will appear when this step is completed.

Then follow the same steps to complete Step 3. A second green tick will appear.



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You are now able to enrol on the course! Click on 'enrol now' at the top of the page **(6)**.

You can navigate through the course using the 'Course Content' section and you can click on 'Introduction' to start the course **(7)**.

Make sure you work through each page and complete the quiz at the end to earn your digital badge and certificate.

Good Luck!

