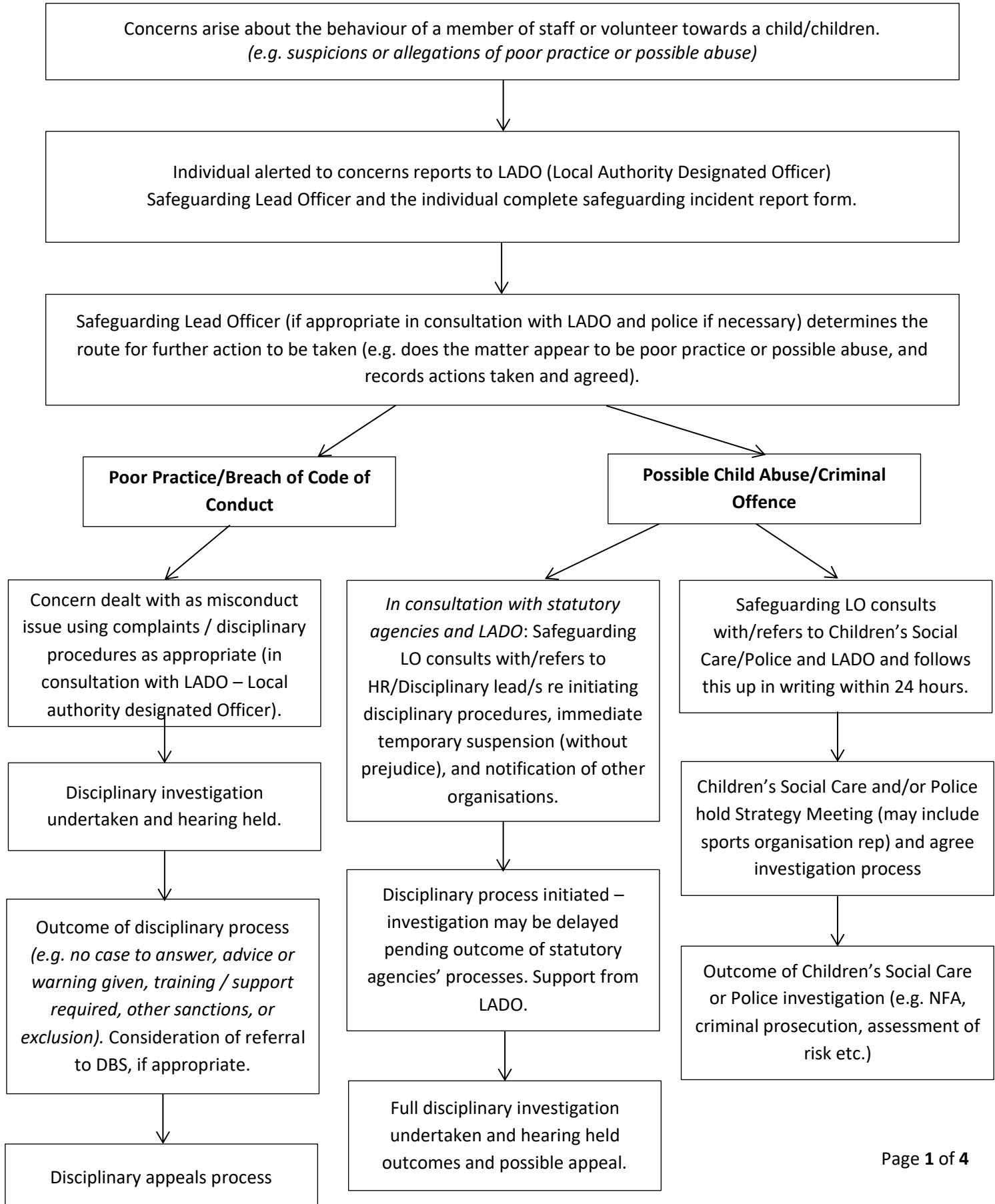


Safeguarding Reporting Procedure Concerns

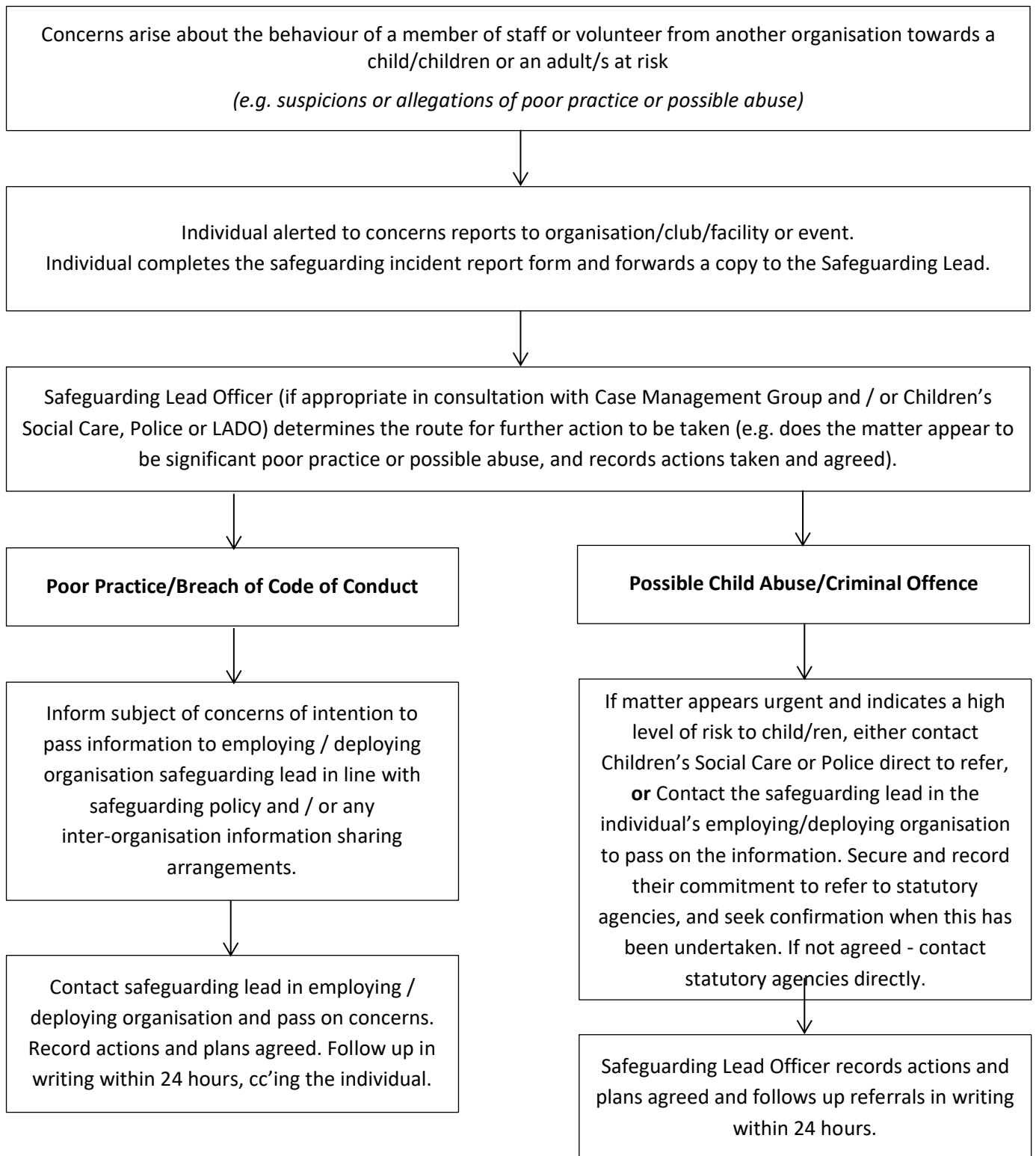
1. About the behaviour of the organisation's staff member or volunteer

(e.g. allegation about a coach or officer's behaviour towards a child)



2. About the behaviour of another organisation's staff member or volunteer

(e.g. allegations reported about an individual working for a partner organisation)



3. About children and young people

(e.g. at home, school or in the community)

Member of staff, coach or volunteer made aware of concerns about child's welfare or safety.
(e.g. suspicions of bullying at school, allegations of abuse within the family etc.)

If child requires immediate medical attention arrange this and ensure that medic is informed that there may be a child protection concern or allegation.

Member of staff, coach or volunteer reports to/consults with organisation/club/facility or event Safeguarding Lead Officer, and individual raising the concern completes the safeguarding incident report form.

Safeguarding Lead Officer makes decision on immediate referral to or consultation with Children's Social Care or Police; records actions taken / agreed (including who will inform parents).

Safeguarding Lead Officer sends written safeguarding report to Children's Social Care / Police within 24 hours, and considers need for support or advice for original referrer or others involved.

4. About an Adult at Risk

(e.g. at home, from support group or in the community)

