

Concern/ allegation - You suspect or witness abuse or someone discloses information about a safeguarding concern or allegation

Emergency: Immediate - If a child or adult is in immediate danger or requires medical attention, call the police and/or social services immediately on 999

Non-emergency: Within 24 hours - Record and report to the incumbent/ PSO or group leader. Agree who will inform the DSA

Record and report all information to the Church Safeguarding Adviser (CSA). See the detailed Parish Safeguarding Policy displayed on the Safeguarding board in church.

Report and discuss with the DSA within 24 hours

The DSA will provide advice and guidance

No longer have concerns

Still have concerns about a child or adult

Still have concerns about a Church Officer

Record and inform the CSA of no further action: Church to offer support, where appropriate.

Agree who will refer to child/ adult social care and/or police

DSA refers to Local Authority Designated Officer and/or police

Refer to child/ adult social care or police within 24 hours

Share information and follow advice of child/ adult social care and/or police. Keep DSA updated

Ongoing liaison with statutory agency

DSA convenes core group within 48 hours

Outcome

No further action

Child/ adult protection conference

Criminal prosecution

Disciplinary procedures

Risk management

Record all action – Consider the support needs of all those affected by allegations of abuse at all points in the above stages – Remember the safety and welfare of any child or adult takes precedence over all other concerns