

If you have a safeguarding concern

Is the Child/Adult at Immediate Risk?

YES

NO

If the person is at immediate risk of physical harm or needs medical attention, dial 999 to contact the Ambulance Service and/or the Police, and follow the advice given.

As soon as possible (but within 24 hours) follow the reporting and recording procedure given on the right.

Concern about a member of the clergy or church officer – anyone appointed/elected by or on behalf of the Church to an office, post or role, whether they are ordained or lay, paid or unpaid.

Refer to the Diocesan Safeguarding Team who will be able to advise on the next steps to take.

Inform Ann Dibble, the Parish Safeguarding Officer, or Colin Waters, the contact for St Barnabas. If they are unavailable inform Mark Bennet or the leader of your activity. Decide together whether to seek advice or make an immediate referral to the police or social services.

The Diocesan Safeguarding Team must be informed of the safeguarding concern and any referrals made. They will be able to provide advice.

REMEMBER: Record the concern (who, what, when, where, why, how?) within 24 hours of an issue having been raised, and store it securely.