

SAFEGUARDING FLOWCHART: WHAT TO DO, BY WHOM & BY WHEN?

A safeguarding concern is reported, or identified by someone with in the parish or anonymously
Firstly is the child or adult at **IMMEDIATE** risk?

YES

If the person at immediate risk of physical harm or needs medical attention– Dial 999 to contact the Ambulance service and/or Police. Follow any advice given.

As soon as possible (and within 24 hours) follow the process given in red boxes on the right.

NO

If the concern is about a member of the clergy...

You should inform the PCC Safeguarding Rep, who **MUST** seek advice on the next steps from the Diocesan Safeguarding Adviser; Glenys Armstrong
Diocesan Safeguarding Adviser
Tel: 01749 685135 or email: glenys.armstrong@bathwells.anglican.org

Record the concern (who, what , when, where, why, how?) within 24hours of an issue being raised, and file it securely in the parish office. Send a copy to the Diocesan Safeguarding Adviser.

If the concern is about a member of the congregation then...

Inform the Parish Clergy and the PCC Safeguarding Rep who will...

Formally report to the Diocesan Safeguarding Adviser

Parish Contacts:

PCC Safeguarding Rep: Ruth Haines
Tel: 07540 324076

Rev'd Graham Owen
Tel: 01373 432586

Email: graham-owen@hotmail.co.uk

