

UNDERSTANDING HOW TO RESPOND TO SAFEGUARDING CONCERNS

IT'S NOT JUST POLICY, IT'S PERSONAL



Introduction

Safeguarding is not just about following procedures. It is about how we respond when concerns are raised, and how we make sure that people are protected, supported and taken seriously.

At the centre of every safeguarding concern is a person. Someone who has taken a difficult step in sharing what they know or what they have experienced. How we respond to that moment matters enormously.

The [**Reporting Safeguarding Concerns and Allegations Code of Practice**](#) sets out clear expectations for how concerns must be handled across the Church. Keeping people safe is everyone's responsibility. Anyone in the church community may find themselves receiving a safeguarding concern, which means that everyone should feel confident in how to respond.

Safeguarding concerns can arise in many ways

Safeguarding concerns can arise in many ways. They may come through something someone shares with you directly, something you witness or observe, information passed on by another person, or concerns that emerge over time. They may relate to recent events or to things that happened many years ago. Whatever the circumstances, the same four steps apply.

Recognise. Respond. Record. Refer.

You are not expected to investigate. You are not expected to have all the answers. Your role is to take what you hear seriously, make a record and pass it on to the right people. The process is there to support you as much as anyone else.

If you are unsure about any part of this, your Diocesan Safeguarding Officer (DSO) is there to help.

A reminder for you

Receiving a safeguarding concern can be difficult. It is okay to find it hard. Once you have referred the concern, make sure you seek support for yourself too. Your DSO or a trusted colleague can help with this.

For more information, visit the [**Reporting Safeguarding Concerns and Allegations Code**](#) in the Safeguarding E-Manual.

**FOR MORE
INFORMATION**

