

Two Rivers Safeguarding Flowchart: what to do, by whom and by when

A Safeguarding concern is reported, or identified, by someone within the parish or anonymously.
Firstly, is the child or adult at *IMMEDIATE* risk?

YES

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. Follow any advice given.

As soon as possible (and within 24 hrs) follow the process in green on the right.

NO

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

Inform the Benefice Safeguarding Officer, who *MUST* seek advice on the next steps from the Diocesan Safeguarding Team
safeguarding@salisbury.anglican.org.
Suzy Fatcher on 07500 664800 or Jem Carter on 07469 857888

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

Inform the Rector and the Benefice Safeguarding Officer

Formally report to the Diocesan Safeguarding Adviser

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

Benefice Safeguarding Officer:
Lynn Webb—lynnjwebb@hotmail.com

Dorset Council: Adults: 01305 221016; out of hours 01305 858250. Under 18's: 01202 228866
24-hour safeguarding advice is available from *thirtyone:eight* on 0303 003 11 11