

# Safeguarding Flowchart

What to do if you see concerning behaviour or a disclosure of abuse is made

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 (within 24 hrs) follow the process in green on the right.

## Parish Contacts:

Parish Safeguarding Officer:  
John Palmer 01793 850136

Vicar:  
Canon Jane Curtis 01793 977395

**NO**

If the concern relates to a member of the clergy

Inform the Parish Safeguarding Officer, who will seek advice from the Diocesan Safeguarding Advisers:  
01722 438651 and press option 2  
[safeguarding@salisbury.anglican.org](mailto:safeguarding@salisbury.anglican.org)

If your query is urgent or out of hours (5pm Friday to 10pm Sunday) please contact thirtyone:eight on 0303 0031111

The Parish Clergy and/or Parish Safeguarding Officer will record the concern (who, what, when, where and how) within 24 hours of an issue being identified and file it securely in the Parish Office. A copy of the report must be sent to the Diocesan Safeguarding Officer.

If the concern relates to a member of the laity

Inform the Parish Clergy and the Parish Safeguarding Officer

Formally report to the Diocesan Safeguarding Advisers

**Remember – you are an Alerter not an Investigator**