

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.

Parish Contacts:

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NO

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

Inform the PCC Safeguarding Rep, who *MUST* seek advice on the next steps from the Diocesan Safeguarding Adviser, Heather Bland, via 07500 664800 or heather.bland@salisbury.anglican.org.

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.

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

Inform the Parish Clergy and the PCC Safeguarding Rep

Formally report to the Diocesan Safeguarding Adviser