

Safeguarding Flowchart: What to do, by whom and by when

A Safeguarding concern is reported, or identified, by someone within the parish or anonymously

YES

Is the Child/Adult at Immediate Risk?

NO

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, and follow the advice given.

As soon as possible (but within 24hrs) follow the reporting and recording process on the right.

Parish Contacts:



Rector: Andrew Evans
01225 782289



Parish Safeguarding Rep:
Lucy Waterman 01225 782717

Concern about a member of the clergy or church officer

Contact the Diocesan Safeguarding Adviser *Heather Bland*
Tel: 07500 664 800
heather.bland@salisbury.anglican.org
who will be able to advise on the next steps. Heather is on call from 8am – 9pm daily.

Record the concern (who, what, when, where, why, how?) within 24hrs of an issue having been raised, and file it securely with the Parish Safeguarding Representative or clergy.
If an incident is formally reported, then also report to the **Charity Commissioners**

Concern about a member of the congregation or another person in the community

Inform the Parish Clergy, and the Parish Safeguarding Rep. They will take action and will also...

Formally report to the Diocesan Safeguarding Adviser *Heather Bland*