

Safeguarding Flowchart: What to do if you have a safeguarding concern

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 in green on the right.

Who to raise safeguarding concerns to in your Parish (*unless they are subject to your concern*):

Parish Safeguarding Officer: Libby Thomson, thomsonlibby65@gmail.com, 07909 891050.

Clergy: Revd Katrina Hutchins (Vicar), katrinahutchins94@yahoo.co.uk, 01604 812907 / 07710 464675

Diocesan Safeguarding Advisory Team: 01733 887040 / 041 / 039

Concern about a member of the clergy or church officer (anyone appointed to office, post or role, whether they are ordained or lay, paid or unpaid)

Concern about a member of the congregation

Inform the Parish Clergy and the Benefice Safeguarding Officer. *If they are subject of the concern inform the DSA directly.* They will:

Contact the Diocesan Safeguarding Advisory (DSA) team:
Tel: 01733 887040 / 041 / 039
safeguarding@Peterborough-diocese.org.uk
They will be able to advise on the next steps to take.

Formally report to the Diocesan Safeguarding Advisory team (DSA) on
Tel: 01733 887040 / 041 / 039

REMEMBER: Record the concern (who, what, when, where, why, how?) within 24hrs of an issue having been raised, and file it securely. Send a copy to the Diocesan Safeguarding Adviser. Use the safeguarding report form: www.peterborough-diocese.org.uk/aboutus/safeguarding/what-to-do-if.php