Appendix 1

Beckingham Primary School Child Protection/Safeguarding Flow Chart
'What to do if you are worried a child is being abused, at risk of harm or neglect'

Member of staff, volunteer has concerns about a child's welfare

- Be alert to signs of abuse and question unusual behaviour

Where a child or young person discloses abuse or neglect

- Listen to what they say, keep calm, reassure they are right to tell and you will take action to help keep them safe. **DO NOT DELAY take any immediate necessary action to protect the child**
- Inform them you need to share the information and what you are going to do next
- Do not promise confidentiality, you will need to share/ report the information onwards
- Do not question further, or inform the alleged abuser

Discuss concerns with the Snr Designated - Elizabeth Moore

- The Safeguarding Lead will consider further actions including consultation with Children's Social Care/ MASH (if a new concern)
- Concerns and discussion, decisions and reasons for decision should be recorded in writing and a 'confidential concerns' or 'child protection' file should be opened, stored in line with the school child protection policy

Still have concerns? Refer to MASH (Multi-Agency Safeguarding Hub) Social Care
Have child/ families personal details to hand and be clear about concern/ allegations

Safeguarding concern Resolved /no longer held
Support has been agreed, record decision, any follow up actions

Children's Social Care
During Office Hour, Monday to Friday
Multi Agency Safeguarding Hub (MASH)
Tel:- 0300 500 80 90 If the child is at immediate risk dial 101 and ask for assistance Record all decisions and actions, working to agreed outcomes and within timescales. Escalate any emerging threats/concerns by adopting Nottinghamshire Safeguarding Children Board procedures – www.nottinghamshire.gov.uk/nscp

Out of hours Emergency Duty Team
5.00pm – 8.30am
Tel 0300 456 4546

NSPCC Whistle blowing Tel: 0800 028 0285

Unmet needs identified
Decide what actions are needed to support the child

Consult with child young person, family and relevant agencies: Agree support, refer to NSCP guidance 'Pathway to Provision' Version 8

Contacts: For any allegations/concerns regarding an adult who works with (in either paid/ voluntarily) employment with children contact the LA Designated Officer (LADO) Tel:- **0115 8041272.**
Cheryl Stollery – LA Safeguarding Children in Education Officer Tel:- **0115 8041047**
This flow chart is intended as a brief guide. Please refer to our Child Protection Policy