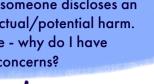
### Safeguarding **Policy**





Observes or someone discloses an incident of actual/potential harm. Evidence - why do I have concerns?















Person doesn't wish to clarify

# RESPOND

Is there immediate risk to themselves or others? Will they be safe afterwards?



No significant harm

Yes significant harm

Unsure about significant harm



# REFER and SHARE



Suggest agencies and organisations that may help and offer support. Advise that you will be talking to Safeguarding Lead to see if they have any suggestions around support.

Signpost to website links page.

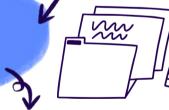
Tell the person what you will do next and whom you will share the information. Share with Safeguarding Lead immediately, they can advise whether to make the call to Social Services and/or the Police.

Seek verbal advice from Safeguarding Lead, this can also be done if the person isn't willing to clarify information.

Safeguarding Lead will decide whether to formally report the incident, including gaining clarification from Social Services.

Check on member when you see them next, see if they have accessed any services suggested.

## RECORD



Online recording via website link within 24 hours



Social Services Referral within 24 hours

Safeguarding Lead call Social Services 48 hours after incident

Action for removing someone from the group

**Process for Social** Services, should we be checking on the adult or child?