

When to report a concern

Be alert

- If you suspect or know that someone is being abused/neglected
- If a parent or child has made a disclosure that implies they/the child is at risk

How to report a concern and and who to

Ask for help

- If the vulnerable person is at immediate risk you must contact the police on 999
- If the person is not in immediate danger, all concerns must be reported in writing to the Designated Safeguarding Lead/Officer

SAT procedures

Referral and action

- The Designated Safeguarding Lead/Officer will discuss and advise you of the best course of action
- For any risks that may arise from the safeguarding concern, the Designated Safeguarding Lead/Officer will create a 'risk flag' on Evide to alert staff of any potential factors that may need to be considered when working with the family i.e. 'child is not to be unaccompanied by parent when on SAT site'
- When necessary, we will make a referral to the relevant agency i.e. police, local authority