KATHERINE SEMAR SCHOOLS
FLOW CHART FOR RAISING SAFEGUARDING CONCERNS ABOUT A CHILD

Designated Safeguarding Leads:

Julie Puxley
Anthony Hull
Rob Aiken
Kathie Moy

Link Governor:
Polly Lancaster

Concern put in writing on a Safeguarding concern form

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Hand concern form to:

Designated Safeguarding Lead

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Designated Safeguarding Lead reviews concern form and makes a decision about next steps

The local authority Designated Officer for concerns about adults is: Jo Barclay

Contact details:
Jo Barclay
03330 131078
mobile 07775 030021

Decision made to monitor the concern.

Decision made to discuss the concern informally with the parents/carers

Decision made to refer the concern to social care

Discuss

Class teacher asked to monitor child and feedback to the Designated Safeguarding Lead within an agreed timescale

Monitor ←

Once discussed with parents Designated Safeguarding Lead decides to discuss with parents, monitor or refer to social care

→ **Refer**

Designated Safeguarding Lead discusses decision with a senior teacher or the head and agree to refer to social care

In exceptional circumstances, concerns may be referred directly to children's social care

Designated Safeguarding Lead keeps concern form in secure, confidential safeguarding file.

Contact Details
Children & Families Hub
0345 6037627

Prevent/Channel Referrals
prevent@essex.pnn.police.uk

NSPCC Whistleblowing helpline 0800 028 0285