

HOLY TRINITY & ST MATTHEW'S CHURCH

SAFEGUARDING CONCERNS OR ALLEGATIONS

a) Reporting a safeguarding concern or allegation

Children and adults deserve the best care that the Church can provide. If a child or adult is in immediate danger of significant or serious harm, remove yourself from any danger, then immediately call the emergency services on 999.

Otherwise, report any safeguarding concern or allegation (including any suspicion of abuse) to one or more of the following people:

- **The Parish Safeguarding Officer** – Penny Welford - 01905 351468 (contact details are displayed on the noticeboard in Church and on Church website)
- **Diocesan Safeguarding Adviser** – Hilary Higton - 07495 06086
- **Local social care team** - Worcester Adult and Children's Social Care – Children 01905 822666 Adults 01905 768053 (out of hours 01905 768020)

b) Responding to a disclosure of abuse

If a child, young person or adult wishes to disclose they have been abused:

1. Listen. Keep listening. Do not question or investigate.
2. Do not promise confidentiality; tell them we need to share this.
3. Assure them they are right in telling someone and they are not to blame themselves.
4. Tell them what you are going to do and that they will be told what happens.
5. Make careful notes of what is said and when, record dates, times, events.
6. Report it as detailed above and only tell those who need to know.

Things to remember:

1. Treat everyone with respect, setting a positive example for others.
2. Respect personal space and privacy.
3. Ensure any actions cannot be misinterpreted by someone else.
4. Unacceptable behaviour needs a response.
5. Do not put anyone, including yourself, in a vulnerable or compromising situation.
6. Do not have inappropriate physical or verbal contact with others.
7. Do not take offence if your presence or behaviour is questioned.
8. Be aware that there are types of abuse other than physical and sexual, including emotional, financial, coercion and neglect.
9. You must not keep allegations or suspected abuse secret.

Never do nothing!