Aspris Children's Services

ASPRIS INTERNAL SAFEGUARDING PROCEDURE

The following flowchart details actions that **must** be taken following suspicion that a child has been physically / sexually / emotionally abused, or shows signs of neglect

You witness, suspect, or are informed a child or young persons could be at risk of abuse

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Ensure current safety of the child
(This may include calling the Emergency Services)

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Inform Designated Safeguarding Lead / Headteacher / home manager
(If the allegation involves any of the above inform Deputy DSL or Operations Manager)

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Does this concern involve an Aspris Colleague?

↓ **YES**

Notify LADO/Regulatory body as appropriate.
* (Inform Central HR, the Director of Risk & Governance and Safeguarding Lead)*

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↓ **NO**

Refer to Local Safeguarding Team

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Advise Regulatory Body, Placing Authority/Commissioners, Social Worker/Case Manager, and parents/guardians (if appropriate) that a referral has been made

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Ensure the incident is recorded on CPOMS.
DSL/DDSL/Head teachers/ Registered managers (or those with delegated responsibilities) – escalate upwards using Engage if appropriate