



PARISH OF KIDLINGTON WITH HAMPTON POYLE

Procedure for dealing with safeguarding allegations or concerns.

What to do if you are concerned that a child or vulnerable adult may be being abused.

1. **Respond** well to the victim/survivor, if it is a direct disclosure, in order to help them feel listened to and taken seriously.
2. **Emergency**: If you believe a child or adult is in immediate danger of significant or serious harm, contact the emergency services on **999**.
3. **Non-emergency**: Contact the Parish Safeguarding Officer or incumbent, in the first instance (within 24 hours). If the concern arises during an activity, discuss with the group/activity leader, who will contact the Parish Safeguarding Officer or incumbent.
4. If the PSO/incumbent or the DSA are not available within 24 hours, contact Children's Social Care or Adult Social Care and/or the police directly, if the concern is that a child or adult is being abused.

Contact the Local Authority Designated Officer (LADO) and/or police if the concern is that a church officer may be abusing a child or adult. Advise the Parish Safeguarding Officer or incumbent as soon as possible that you have made a referral; they will advise the DSA.

5. Any safeguarding concerns must be reported to the DSA (Diocesan Safeguarding Officer) within 24 hours (This will be done by the PSO or incumbent).
6. **Record** what you have heard, seen and done in writing **as soon as possible** and email to the PSO or take to the Parish Office.

Numbers:

PSO: Yo Davies 07865664451, safeguarding@kidhp.org.uk

DSA: Erica Hegg 07341 866832 or 01865 208290,
erica.hegg@oxford.anglican.org

Incumbent: Felicity Scroggie 07821542182, felicity@kidhp.org.uk

LADO: 0345 050 7666

This policy will be reviewed annually.

Agreed by PCC: January 30 2025

Last review by PCC: 30 January 2025