

# Safeguarding Flowchart: what to do, by whom and by when St Pauls Church Weymouth

A Safeguarding concern is reported, or identified, by someone within the parish or anonymously.  
Firstly, is the child or adult at **IMMEDIATE** risk?

**YES**

If the person is at immediate risk of physical harm - or needs medical attention - dial 999 to contact the Ambulance Service and/ or the Police. Follow any advice given.

As soon as possible (and within 24 hrs) follow the process on right.

Parish Contacts:

June Hornby PSR:

01305 771217

Sharon Waight PSR:

01305 834659

Email;

stpweymouth@gmail.com

**NO**

If the concern is about a member of the clergy...

Inform the PCC Safeguarding Rep, who **MUST** seek advice on the next steps from the Diocesan Safeguarding Adviser, **Heather Bland**, via 07500 664800 or [heather.bland@salisbury.anglican.org](mailto:heather.bland@salisbury.anglican.org).

Record the concern (who, what, when where, why, how?) within 24 hrs of an issue being raised, and file it securely in the parish office. Send a copy to the Diocesan Safeguarding Adviser.

If the concern is about a member of the laity...

Inform the Parish Clergy and the PCC Safeguarding Rep

Formally report to the Diocesan Safeguarding Adviser