

Adult Protection and Safeguarding Procedure



Concerned about a young person/adult?
Physical harm? Sexual harm? Emotional harm? Financial?
Neglect? Self harm? Domestic violence? Welfare?
Something else?

Deputy DSL



B Moorcroft



What do I record?
All concerns should also be completed on a C-Poms record.
The school does not use welfare logs.
Record your concerns, giving as much detail as possible.



A Powell

Designated

Safeguarding Lead
(DSL)

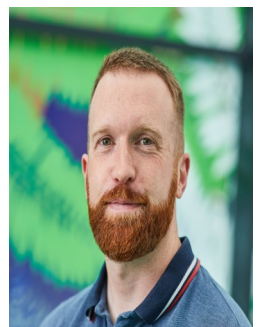


What next?
Once completed, the record will be sent automatically through C-Poms to the Designated Safeguarding Lead (DSL), deputy DSL or the Head Teacher.



D Swales

The Designated Safeguarding Lead (DSL) or the Head Teacher will complete an Adult Safeguarding Matrix and advise of any actions, make any referrals (Section 42) needed.
Once this matrix has been completed the Head Teacher will complete a chronology.



J Warren

Incident
Action
Follow up

Follow up!
Check to see if you have any actions allocated to you on CPOMS. Challenge the DSL over what action they have taken about your concern.
If you are not satisfied with their response, inform the Head Teacher or the Adult Safeguarding Team.



A Whiteley

Adult Safeguarding Teams
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