Safeguarding Children Flowchart

You suspect an child is being abused

A child discloses information about abuse

An individual discloses information about an child and potential abuse

Discuss your concerns with the practice manager (unless they may be implicated in the abuse). Consider if it is abuse or something else?

Name

Contact number

- Listen carefully to what the the child or individual has to say.
- Acknowledge information about allegations or concerns of abuse and take the person seriously.
- Reassure but do not make any promises.
- Ask what they would like to do and seek consent to refer where appropriate.

Contact your organisation's safeguarding lead

on phone number

Out of hours phone number

to seek advice on what to do next.

If the child is in immediate danger or in need of medical or urgent attention CALL 999

Concerns resolved

No further action, although may need to signpost or provide additional support. Keep full and complete records of actions taken.

Still Concerned – Refer to Appropriate Lead Service

Local Authority Name:	

	Police
Tel:	
Email:	

Safeguarding Children Team (Office Hrs)	
Tel:	
Email/Fax:	

Safeguarding Children Team (Out of Office Hrs)	
Tel:	
Email/Fax:	

Notify CQC - Tel: 03000 616161 - Email: enquiries@cqc.org.uk - Give feedback on care

Remember - Further Actions

Keep full and complete records of actions and concerns and be available to participate in case conference meetings should this be required.

Do you need to take additional actions such as:

Regulatory notifications

- Reflect
- Learn Lessons
- Review Practice

This document is Copyright © Quality Compliance Systems Ltd. 2026 (Last updated 2026)