



Responding to Disclosure

If a child says or indicates that he or she is being Abused, or information is obtained which gives cause for concern that a child is being Abused, the Existing Appointee receiving that information should report the incident to the *Pentathlon GB* Safeguarding and Child Protection Lead Officer (07985854393 or Richard.cox@zen.co.uk) for referral to the appropriate authority.

If an allegation of Child Abuse, including bullying is made to you, you must pass the information on. It is **NOT** your responsibility to investigate the matter yourself

- The S&CPLO will consult with the CEO and may refer the allegation to the Children's Services department who may involve the Police, or go directly to the Police
- The parents of the child will be contacted as soon as possible following advice from the Children's Services department
- The CEO will deal with any media enquiries
- It is essential to ensure the safety of the young person (if present) – if the young person needs immediate medical treatment, contact a doctor or an ambulance, inform the doctors of concerns/suspensions of abuse to ensure that they are aware that it is a Child Protection issue
- Record the incident in detail using the Incident Report Form.

Existing Appointees are not experts and it is not their responsibility to determine whether or not abuse has occurred. If there is any doubt about what behaviour constitutes abuse, the concern must be shared with other professional agencies that will be responsible for appropriate action. The *Pentathlon GB* S&CPLO can be contacted to discuss issues in relation to reporting and responding to abuse. The S&CPLO will decide what action to take and act accordingly.

Meanwhile:

- React calmly so as not to frighten the child;
- Listen to the child. Young people who report that they have been Abused must be allowed to voice their concerns;
- Reassure the young person that they have done the right thing by telling you;

- Take what the child says seriously, recognising that there might be difficulties in interpreting what is being said;
- Keep questions to a minimum to ensure an accurate understanding of what has been said;
- Do not make promises of confidentiality which might not be possible to keep;
- Make a full written record of what is said, heard and/or seen as soon as possible;