BLANDFORD AND DISTRICT ANGLING CLUB





Responding & Reporting a Safeguarding Concern Process & Procedure June 2024

If you have a concern, doing NOTHING is not an option. It is not your job to investigate the disclosure, but you do have a responsibility to respond & report appropriately. In the event of a young person or adult at risk putting their trust in you, you need to understand how hard it has been for them to tell & give them confidence that you take it seriously & know what to do next.

Concerns raised by a third party also need to be recorded & reported.

Try to:

- Remain Calm
- Listen Carefully & don't interrupt.
- Explain early that you can't keep the details to yourself & that others are there to help. If they are adamant, you will need to discuss it further with the Blandford & District Angling Club Welfare Officer (BDAC) &/or the Angling Trust Lead Safeguarding Officer.
- Allow them to continue at their own pace.
- Don't ask leading questions. Tell me, Explain, Demonstrate. (TED)
- Reassure them they are not to blame they have done nothing wrong.
- Try to protect evidence, photos of injuries, clothing, etc.
- Record in writing as soon as possible using their own words on the Incident Reporting Form.
- Make sure you record date, time & as much detail as you can. Keep it locked away.
- Contact the Blandford & District Angling Club Welfare Officer &/or the Angling Trust Lead Safeguarding Officer & send them the completed Incident Reporting Form who will liaise with each other.

Do Not:

- Panic, show alarm or shock.
- Ask questions that lead. Just questions for clarification.
- Speculate, make assumptions or judgements.
- Make promises or keep secrets.
- Make comments about the abuser.
- Share it with other people other than officers that can know.
- Delay in reporting it.
- Keep it to yourself.
- If you are unsure contact the BDAC Welfare Officer or a member of Angling Trust Safeguarding team.
- If you feel that the person is in immediate danger, dial 999.
- Angling Trust Safeguarding Officers can make help inform decisions about suspensions & make full investigations.
- Remember it is not your role to investigate whether abuse has taken place or not, but it is your responsibility to report it.

Useful Contacts:

Blandford & District Angling Club

Welfare Officer: David O'Loughlin

Email: <u>blandfordangling@outlook.com</u>

Phone Number: c/o Pete Brundish (Secretary) 07867 988306

Angling Trust Safeguarding Officers:

Lead Safeguarding Officer: Richard.hadley@anglingtrust.net
Deputy Safeguarding Officer: Darren.birch@anglingtrust.net
Competitions Officer: kelly.latimer@anglingtrust.net

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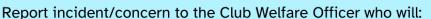


Recognise Respond Record Report Process for Reporting Concerns

Concerns identified from within angling



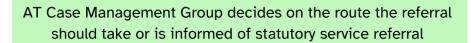
If the young person/adult at risk requires immediate medial attention call an ambulance and inform the doctor there is a child protection concern



- Complete an accident report form
- Report to the AT Safeguarding Officer
- ✓ Where urgent (AT Safeguarding Officer unavailable) refer the matter immediately to Social Services/Police and copy incident to both of them and the AT Safeguarding Officer

Report to insurance company

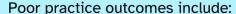
AT Safeguarding Officer conducts an initial assessment to determine if it is necessary to inform statutory services



No case to answer

Alleged poor practice

Alleged serious poor practice or abuse



- Referred back to club for internal procedures
- Complaint resolved with agreement between parties
- ✓ Sanctions applied as below by CMG

Serious poor practice or abuse outcomes include:

- ✓ Referral to the statutory services or Designated Officer. AT action dependent on statutory services investigation
- ✓ Information gathered from involved parties



Possible outcomes (not exhaustive)

- No case to answer/no further action
- Disciplinary sanction
- Information shared with other organisations
- Referral to Independent Safeguarding Authority

