

Responding to Concerns Procedure – Concern about a child (Flowchart)

**Role of the Child Wellbeing and Protection Officer (CWPO)**

 CWPO records advice given and action taken. If necessary, concern is monitored and further action taken if identified as appropriate

 Concern successfully addressed by child/young person, parents/carers and/or club staff or volunteers – no further action

Facts do not substantiate concern – no further action

Take whatever action is required if you are concerned about the **immediate** safety of the child/young person and contact the police

Concern about a child is **reported** to the CWPO

CWPO conducts an initial assessment to establish the basic facts

(If you are affiliated to SYFA or SWF, concerns must be reported to them to coordinate who leads on the concern)

 Information shared with statutory agencies (e.g. police and social work) due to gravity of concern

Information shared with child’s Named Person (or equivalent) for consideration

CWPO considers and regularly reviews any necessary support the child may need