2. Safeguarding Reporting Procedure Concerns other Club/Organisation Volunteer or Member

This flow chart is for concern or an allegation regarding another club's/organisation's volunteer or members behaviour towards a child

Concerns arise about the behaviour of a member of a volunteer or member of another club or organisation towards a child/children
(e.g. suspicions or allegations of poor practice or possible abuse)

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Individual alerted to concerns reports to Club Safeguarding Officer (CSO). The CSO will assist with the completion of the clubs safeguarding incident reporting form and forward a copy to the Eastern Counties Safeguarding Manager

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Eastern Counties Safeguarding Manager/RFU Safeguarding Team (if appropriate in consultation with case management group or children social care, police or Local Authority Designated Officer (LADO)) determines the route for further action to be taken (e.g. does the matter appear to be poor practice or possible abuse, and records actions taken and agreed)

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Poor Practice/Breach of Code of Conduct

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Inform subject of concerns of intention to pass information to employing/deploying club or organisation lead in line with safeguarding policy and/or any inter-organisation information sharing arrangements

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Contact safeguarding lead in employing/deploying club/organisation and pass on concerns. Record actions and plans agreed. Follow up in writing within 24 hours, cc'ing in individual concerned

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Possible Child Abuse/Criminal Offence

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If matter appears urgent and indicates a high level of risk to child/children, either contact Children Social Services or Police direct refer

or

Contact the safeguarding lead in the individuals employing/deploying organisation/club to pass on the information. Secure and record their commitment to refer to statutory agencies, and seek confirmation when this has been undertaken. If not agreed-contact statutory services directly

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CSO records actions and plans agreed and follows up referrals in writing within 24 hours