A METHODOLOGY FOR MANAGING SAFEGUARDING CONCERNS

**This online version contains links to individual sections.
The full version of this Methodoloy section of the Safeguarding Protocol is to be found on a separate link below**

INTRODUCTION

The 2015 Diocesan Safeguarding Protocol contains (at Section 6.4) an outline of the approach to be taken in the event of a safeguarding concern being raised. This document sets out the detailed diocesan methodology aimed at ensuring that we are fully prepared for handling all concerns in a proportionate and timely manner.

The methodology is set out as a four step approach as outlined below. The details are explained in separate sections of this document.

> *If you need to refer to the details of the methodology please 'click' on the section links if you are using an internet version of the policy – or simply turn to the named section if you are using a paper copy.*

Step 1: Initial 'Gatekeeping'
This stage is directed at ensuring that, following the raising of a concern, the correct next steps are taken. The detailed methodology is explained HERE http://tinyurl.com/gpj9wq6

Step 2: Managing Serious Safeguarding Concerns
This stage would be required where there is a 'serious safeguarding situation' (as defined HERE http://tinyurl.com/gpj9wq6 The objective is to properly manage the emerging problem in 'real time' to ensure that all of the immediate requirements, including care for victims, are invoked in a timely manner. The detailed approach is explained HERE http://tinyurl.com/qendkhk

Step 3: Identifying what went wrong and identifying where we can improve
This stage is directed at seeking to determine what went wrong and what lessons are to be learnt. The detailed approach is explained HERE http://tinyurl.com/pmf9g4a

Step 4: Implementing improvements
This stage is to ensure that the conclusions of Step 3 are properly implemented in a timely fashion. The detailed approach is explained HERE http://tinyurl.com/qa72wf9

Record Keeping
The maintenance of suitable records is an essential element of the protocol. Details of the diocesan requirements are set out HERE http://tinyurl.com/nns7q8z.

This 'Diocesan Methodology' for managing safeguarding concerns issued on 9th December 2015 has immediate effect.