



Safeguarding at St John's Chelsea

What to do if you see or hear something that worries you, or if a safeguarding concern is reported to you directly, raised anonymously or reported by someone within the parish:

First ask this question

Is the person at immediate risk of harm?

YES

NO

If the person is at **immediate risk** of physical harm or needs medical attention, **dial 999** to contact the Ambulance Service and/or the Police, **and follow the advice given.**

As soon as possible - **within 24 hours** - follow the reporting & recording process in green on the right

Is the concern about a member of the clergy or St John's Safeguarding Officer?

YES

Contact the **Diocesan Safeguarding Advisor, Caryn Weber**, on 020 3837 5086 safeguarding@london.anglican.org

NO

Inform a safeguarding officer immediately by emailing **safeguarding@stjohnschelsea.org** and provide as much information as possible. If necessary, seek support from the ministry lead, **but do not discuss it with anyone else.**

Complete a 'Cause for Concern Form' within 24 hours, if requested by the Safeguarding Officer, and **then delete it from your files.** If you do not have access to a 'Cause for Concern Form' then the Safeguarding Officer will send one to you.

The Safeguarding Officer will inform clergy, if necessary.

Safeguarding Officers will file the concern securely and send a copy to the Diocesan Safeguarding Team.

St John's Safeguarding Team: [Barbara Ofori-Boateng](#) & [Rev'd Andy Mason](#)
safeguarding@stjohnschelsea.org

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