

**CONCERNS ABOUT POSSIBLE ABUSE**

Guideline procedures for concerns about possible abuse within or outside the Archery GB environment

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| You become aware of a possible child abuse situation |

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| If a child or young person requires immediate medical attention call an ambulance and inform the doctor that there is a child protection concern |

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| Report the concern immediately to the Club Official/Safeguarding Officer (SO) |  | If the Club Official/SO is involved, refer the concern to the Club Chairman/Club Committee |

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| The Club Official/SO/Club Chairman must immediately refer the concern to:  The Police and/or Children’s Social Care Services |

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| **IT IS NOT YOUR RESPONSIBILITY TO DECIDE WHETHER OR NOT CHILD ABUSE HAS TAKEN PLACE. HOWEVER, IT IS YOUR RESPONSIBILITY TO ACT ON CONCERNS.**  **YOU MUST REPORT YOUR CONCERNS TO THE POLICE AND/OR CHILDREN’ SOCIAL CARE SERVICES** |

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| The Police and/or Children’s Social Care Services will advise you about contact with parents |

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| Inform the Archery GB SO without delay. A Safeguarding Incident Report Form (SCF 04) must be completed and sent to the Archery GB CPO, The Police and Children’s Social Care Services within 24 hours |

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| The Club Chairman must be made aware of the allegation and any actions taken. |

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| The Archery GB CPO will refer the case to the Archery GB Case Management Panel (CMP) |

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| If required, the CMP Chairman will consult the Archery GB Marketing Manager about media enquiries |

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| Possible Outcomes:   * Child Protection Investigation * Police/ Children’s Social Care Services inquiry and possible criminal proceedings * Police/ Children’s Social Care Services inquiry and referral back to the Archery GB CMP * Archery GB CMP referral to an Archery GB Disciplinary Panel * Following a Disciplinary Panel decision, there may a referral to an Archery GB Appeal Panel |

Allegations of this nature are sensitive and should only be discussed on a “need to know” basis. Confidentially must be maintained until the outcome of the investigation is released

**DO NOT DELAY REPORTING YOUR CONCERNS**

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