

Responding to Safeguarding Concerns and Allegations

This document explains what to do if you have a concern about a child, young person, or adult within the St Margaret's community.

If You Have Concerns

If you have a concern about an individual's physical, sexual, emotional or spiritual wellbeing, it is your responsibility to seek advice and support from the Parish Safeguarding Team (Ellie Herman or Lesley Palgrave) or the Rector.

About Church Officers

Any safeguarding concerns or allegations about anyone in a role at St Margaret's must be immediately reported to the Parish Safeguarding Team (Ellie Herman or Lesley Palgrave), the Rector, or to Diocesan Safeguarding.

If you yourself hold any office or role at St Margaret's and you or someone close to you (e.g. a partner or someone you live with) becomes involved in any police or social services investigation, you must immediately seek advice from the Parish Safeguarding Team (Ellie Herman or Lesley Palgrave) or the Rector.

About a Member of the Congregation

Any safeguarding concerns or allegation about a member of the congregation must be immediately reported to Parish Safeguarding Team (Ellie Herman or Lesley Palgrave) or the Rector.

Please be assured that all matters will be dealt with confidentially and reported to the police and/or social services as required to protect those who are vulnerable from harm.

If Someone Makes a Disclosure to You

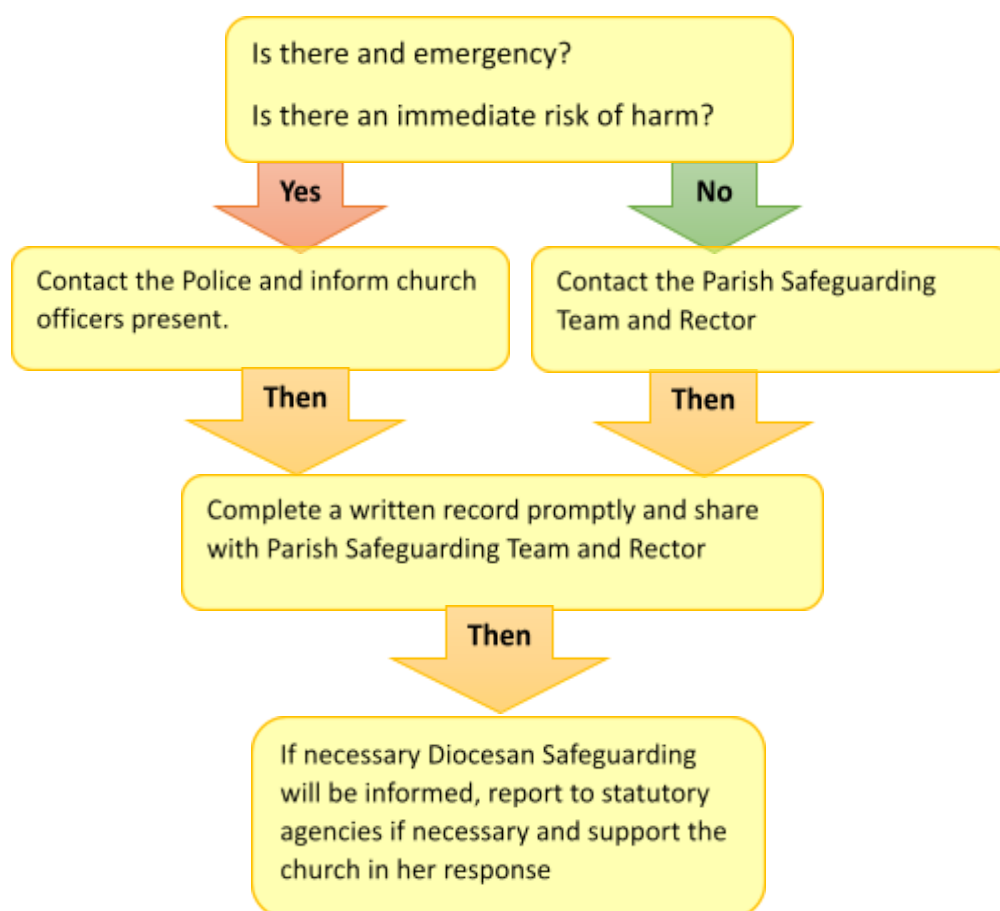
Do

- Remain calm, approachable and receptive
- Take it seriously
- Listen carefully, without interrupting
- Acknowledge you understand how difficult this may be
- Offer reassurance – it is the right thing to tell someone
- Tell them what will happen next
- Make a written record of exactly what has been said and when
- Report promptly

Don't

- Promise complete confidentiality
- Ask leading or probing questions
- Investigate
- Discuss with people who do not need to know
- Delay in reporting the disclosure to the Safeguarding Team or Rector
- Don't worry if you only get part of a story. An investigation will be undertaken by a trained person.

Reporting concerns



Important Contact Information

St Margaret's Parish Contact Details:

Ellie Herman, Parish Safeguarding Officer
Lesley Palgrave, Safeguarding Advocate
safeguardingteam@stmargaretslee.org.uk
rector@stmargaretslee.org.uk
Office number: 02083 189643
Emergency phone number: 07308 980635

Diocesan Safeguarding Contact Details

safeguarding@southwark.anglican.org
Telephone: 0207 939 9441 (Mon to Fri 9am – 5pm)