

# Responding to Safeguarding Concerns about a Child or Adult

**A safeguarding issue is when a child or adult is being harmed  
or at risk of being harmed by others or themselves**

## Non-emergency safeguarding concerns about a child or adult

Contact Manager and Cathedral Safeguarding Lead or deputy

- Manager to contact Head of Department
- CSL to contact Cathedral Safeguarding Advisers

- Referral to CSAs and advice given
- CSL inform Dean and HR manager
- Ongoing enquires with HR and CSAs

- CSAs inform LADO and other agencies
- Professionals or Core group
- CSAs report to CSEG
- CSL report to Chapter

## Emergency safeguarding concerns about a child or adult

Contact Cathedral Security on 01227 866237, or internal 6237

- Cathedral Security inform CSL and CSAs
- CSL informs Dean
- CSA inform LADO and other agencies

**Careful recording using “Safeguarding Logging Form”**

**CSL = Cathedral Safeguarding Lead**

**CSA = Cathedral Safeguarding Advisors**

**CSEG = Cathedral Safeguarding Executive Group**

**LADO = Local Authority Designated Officer**