

What to do if you are worried a child is being abused:

Who do I tell?

The named person or Supervisor.

The named person or Supervisor can talk to:

Duty advisor at Front Door 0345 2000109

When do I inform parents?

It is good practice to inform the parents after discussion with the named person or Supervisor unless this will place the child or yourself at risk.

Who do I tell next?

Duty Social Worker at Front Door 0345 2000109

Out of hours 0191 2006800

Keep a record of events and within 48 hours send a written confirmation to Front Door and Ofsted. Our setting will aim to send it within 24 hours.

What use will be made of my records?

Apart from normal record use, you will need to refer to your record for verbal and written information to be given to the Child protection Conference. You may also need to refer to the record during any subsequent legal process.