

SAFEGUARDING

SPOT IT. RECORD IT. SHARE IT.

SPOT IT



Be alert to the signs that someone might be at risk;

- Changes in behaviour, mood or appearance
- Signs of injury, neglect or distress
- Concerning comments or disclosures

Trust your instincts. If something doesn't feel right, it probably isn't

RECORD IT



Write down what you have seen or been told;

- Stick to facts only - no assumptions
- Use the person's own words where possible
- Note dates, times and locations
- Complete records as soon as possible

SHARE IT



Don't delay - report your concern as soon as possible;

- In an emergency call 999
- During office hours contact VCS Dedicated Safeguarding Lead (DSL)
- Out of hours contacts London Borough of Sutton duty Social Worker or Children's First Contact Service (CFCS)

REMEMBER



Safeguarding
is everyone's
responsibility



Volunteer Centre
Sutton

SAFEGUARDING CONTACTS

VCS DSLs: Anita Maullin, Irene Jordan, Louise Storey, Hayley Brooker

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