Do

- Reassure them they have done the right thing to tell & that it wasn't their fault.
- Listen carefully & calmly, let the child guide the pace (note your body language).
- Use open questions (tell, explain, describe, who, what, when, how, where, anything else you want to say?)
- Say what will happen next.
- Make accurate notes using the child’s words (any questions asked & the answers).
- Inform the DSL immediately.
- Promise confidentiality.
- Investigate or interrogate.
- Don’t share personal experiences.
- Don’t stop a child talking — they have chosen you to tell.
- Don’t rush the child.
- Don’t investigate or interrogate.
- Don’t make assumptions about the child’s words.
- Don’t promise confidentiality.
- Don’t interrupt or jump in too quickly with ad-hoc questions (that’s a nasty bruise did you get it playing football? Did dad do that?)
- Don’t ask leading questions (is that a bruise you got playing football? Did dad do that?).
- Don’t automatically offer physical comfort, students may be uncomfortable with this.
- Don’t automatically offer physical comfort, if this causes the child discomfort.
- Don’t offer physical comfort, students may be uncomfortable with this.

What to do if a student discloses?

Concerns about a child.
Have you spoken to them?
RECORD IT

As soon as possible
Refer to your DSL.
Who then actions & provides appropriate feedback

We would talk to parents about concerns unless it put the child at increased risk. Seek advice from the DSL first.

Concerns about a member of staff? ASAP report to the Head teacher. (Chair of governors if concerns are about the head)
NSPCC Whistle Blowing Helpline: 0800 028 0285

In exceptional circumstances you can refer to other agencies directly, however DSL’s are trained in how to do this effectively & have access to more information.

If in any doubt about the response please talk to you DSL & consult your policy for escalation if necessary.

www.wakefieldscp.org.uk/education