

**W hat to do if a Student Discloses?**

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Try to get to a quiet space. (Remember safer working and visibility – glass panel on door)

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 and use their own words (note your body language, e.g. do not cross your arms)

Use open questions (Tell, Explain, Describe. Then what happened? Is there anything else you want to tell me?) It is ok to repeat back to clarify.

**Listen more than you talk.**

If appropriate, ask them what they would like to happen next? What are they fearful of?

Say what will happen next. ‘I’m really concerned about what you have told me so I need to talk to Ms/Mr X (the DSL) so that we can help’.

Make accurate notes ASAP afterwards using the child’s words (any questions asked & the answers)

Inform the DSL immediately.

Arrange follow up check in with the child and keep them appropriately informed.

* React strongly
* Rush the child
* Share personal experiences
* Stop a child talking - they have chosen you to tell
* Ask leading questions (that require a yes no response) That’s a nasty bruise did you get it playing football? Did dad do that?
* Victim blame e.g. Why didn’t you tell me before? Why were you on that website? Avoid ‘why’ questions.
* Investigate or interrogate
* Promise confidentiality
* Interrupt or jump in too quickly with advice.
* Automatically offer physical comfort, students may be uncomfortable with this.
* Say you will make it better/fix it.
* Gossip afterwards
* Take photos of injuries—use the body map instead
* Forget to record and report to DSL ASAP and check with DSL if any medical attention is required.

Remember it could lead to investigation, keep records clear and professional. If a student starts to tell and then stops - offer reassurances, signpost to other members of staff or to Childline.