

Remember it could lead to investigation, keep records clear and professional.

- React strongly
- Rush the child
- Share personal experiences
- Stop a child talking—they have chosen you to tell
- Ask leading questions (that's a nasty bruise did you get it playing football? Did dad do that?)
- 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

Don't

- 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?) It is ok to repeat back to clarify.
- Say what will happen next. 'I'm really concerned about what you have told me so I need to talk to Ms/Mr X so that we can help;
- Make accurate notes using the child's words (any questions asked & the answers)
- Inform the DSL immediately.
- Keep the child informed.

Do

What to do if a Student Discloses?

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

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

Concerns about a member of staff?
ASAP report to the Headteacher. (Chair of governors if concerns 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.

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

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