

Olive School Flow Chart

Raising Safeguarding Concerns About a Young Person

Designated Safeguarding and Prevent Lead

Mrs P Yusuf (Acting Principal) parveen.yusuf@olivepreston.staracader es.org

Deputy Designated Safeguarding and Prevent Lead

Mrs C Burgess (School Business Manager) christine.burgess@olivepreston .staracademies.org

Local Governing Body Member with Safeguarding Lead Responsibility: Ismail Bax - ismail.bax@lancashire.gov.uk Concern is put in writing on a Safeguarding Concern Form (SCF)

Hand referral form personally in a sealed envelope to: Mrs P Yusuf

Designated Safeguarding Lead reviews concern orm and in conjunction with Deputy DSL makes a decision about next steps

Local Authority Designated Officer (LADO) is:

Blackburn with Darwen: Megan Dumpleton megan.dumpleton@blackburn.gov.uk T:01254 585184

Lancashire: Tim Booth tim.booth@lancashire.gov.uk T: 01772 536694

Decision made to monitor the concern

Concern discussed with the parents/ carers Decision made to refer the concern to Childrens Social Care/ MASH

Staff asked to monitor young person and feedback to the DSL within an agreed timescale

Monitor

Once discussed with parents DSL decides to close the concern, monitor or refer to Social Care

Monitor

DSL consults with Deputy DSL and agree to refer to Childrens Social Care

Concerns may be referred directly to Childrens Social Care

Designated Safeguarding Lead records actions and keeps record in confidential safeguarding file Social Care/ MASH Referral Name and Contact Details: Lancashire: 0300 123 6720 Out of Hours: 0300 123 6720 Blackburn: 01254 666400 Out of Hou : 01254 587547

Service, Teamwork, Ambition, Respect