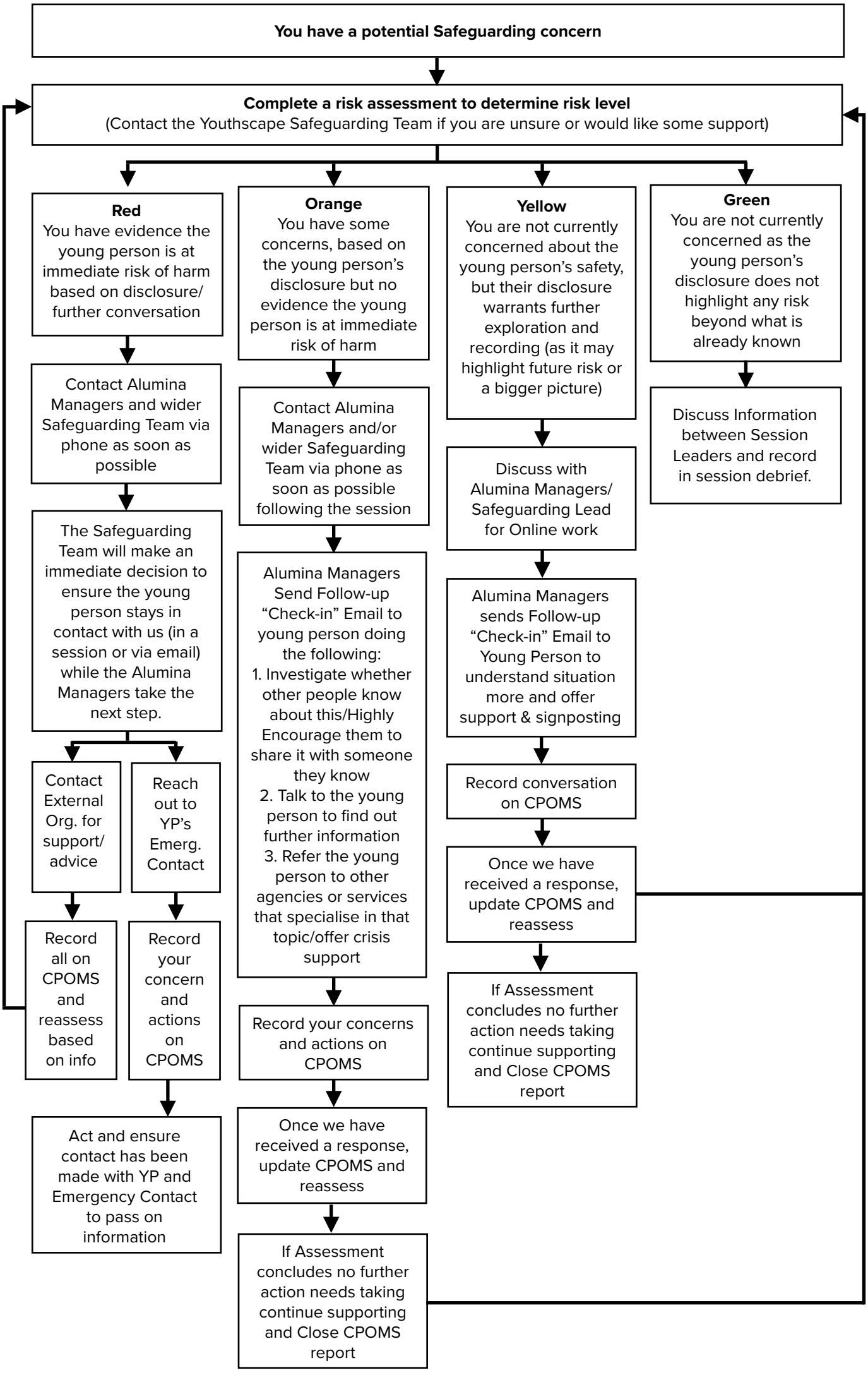
You have a potential Safeguarding concern
Complete a risk assessment to determine risk level
(Contact the Youthscape Safeguarding Team if you are unsure or would like some support)
Red
You have evidence the young person is at immediate risk of harm based on disclosure/ further conversation
Contact Alumina Managers and wider Safeguarding Team via phone as soon as possible
The Safeguarding Team will make an immediate decision to ensure the young person stays in contact with us (in a session or via email) while the Alumina Managers take the next step.
Contact External Org. for support/ advice
Reach out to YP's Emerg. Contact
Record all on CPOMS and reassess based on info
Record your concern and actions on CPOMS
Act and ensure contact has been made with YP and Emergency Contact to pass on information
Orange
You have some concerns, based on the young person's disclosure but no evidence the young person is at immediate risk of harm
Contact Alumina Managers and/or wider Safeguarding Team via phone as soon as possible following the session
Alumina Managers Send Follow-up "Check-in" Email to young person doing the following:
1. Investigate whether other people know about this/Highly Encourage them to share it with someone they know
2. Talk to the young person to find out further information
3. Refer the young person to other agencies or services that specialise in that topic/offer crisis support
Record your concerns and actions on CPOMS
Once we have received a response, update CPOMS and reassess
If Assessment concludes no further action needs taking continue supporting and Close CPOMS report
Yellow
You are not currently concerned about the young person's safety, but their disclosure warrants further exploration and recording (as it may highlight future risk or a bigger picture)
Discuss with Alumina Managers/ Safeguarding Lead for Online work
Alumina Managers sends Follow-up "Check-in" Email to Young Person to understand situation more and offer support & signposting
Record conversation on CPOMS
Once we have received a response, update CPOMS and reassess
If Assessment concludes no further action needs taking continue supporting and Close CPOMS report
Green
You are not currently concerned as the young person's disclosure does not highlight any risk beyond what is already known
Discuss Information between Session Leaders and record in session debrief.