

SAFEGUARDING FLOWCHART FOR REFERRALS WHAT TO DO IF YOU ARE WORRIED ABOUT AN ADULT OR CHILD

- Gather available information that would support your suspicion
- Discuss with your manager & safeguarding lead and/or other senior colleagues as you think appropriate
- Beware not to alert any potential abuser that may put the Child/Adult at further risk
- For children: consider the detailed threshold descriptors and Rotherham Multi-Agency Continuum of Need Guidance.

CONCERNS
→
RESOLVED

Consider further action/
referral to ensure services
are provided by own and
partner agencies for
continued support

CONCERNS ↓ REMAIN

If you feel there is an immediate risk CALL 101 OR 999

Children &
Young People

- Refer to the **Multi-Agency Safeguarding Hub (MASH)** by telephone: 01709 336080 (24hrs)
- Within 24 hours complete the Worried About A Child (Professionals) form

- A summary of the referral will be returned via email as confirmation of receipt. Please ensure you include a **secure** email address.
- within one working day: social worker and manager will decide on course of action and provide feedback to the referrer on course of action.
- within 72 hours: if no feedback is received from social care, contact the MASH team for an update on information.
- contribute to single assessment in line with inter-agency procedures:
- <http://www.rsab.org.uk/>

Adults

- **If you require advice:**
Call RMBC single point of access (SPA) team: 01709 822330
- **If you need to refer:**
Call SPA: 01709 822330
and/or
Complete online form:
[report suspected abuse or neglect of an adult](#)