**Reporting Safeguarding & Child Protection Concerns flowchart**

### Allegation, suspicion or disclosure of poor practice or abuse

Concerns arise about the behaviour of a member of staff, coach or volunteer towards a child/children.

- **If concern is low level and one-off, the WO and Manager may resolve the matter:**
  - Possible outcomes:
    - Improvement plan/training/support
    - Warning and guidance
    - No further action
  - **Report the concern to British Gymnastics if:**
    - there is a conflict of interest
    - the concerns continue/are repeated

- **Without delay, report to British Gymnastics and Police/Children's Social Care/Designated Officer (LADO) if an individual has/may have:**
  - Harmed a child;
  - Committed a criminal offence against a child; or
  - Presents a risk to children

- **If the concern is considered to be potential abuse**
  - Possible outcomes:
    - Criminal/child protection investigation/prosecution
    - British Gymnastics action (safeguarding procedures)
    - British Gymnastics resolution as poor practice/misconduct

### If concern is considered to be poor practice/misconduct

- Possible outcomes:
  - Refer back to WO for resolution
  - British Gymnastics CMT resolution
  - British Gymnastics Disciplinary action (misconduct procedures)
  - No further action

### British Gymnastics Case Management Team (CMT)

- Will consult with Children's Social Care/Designated Officer (LADO) & Police (where appropriate) to determine the route for further action.

### Concerns about a child arising outside gymnastics

- E.g. at home, school etc. must also be reported to the Welfare Officer who may refer to or consult with British Gymnastics, Children's Social Care and/or Police regarding what action to take (including who will inform parents).

- **Always seek advice from British Gymnastics (Safeguarding & Compliance) if unsure of the next step.**

- **Contact emergency services immediately if a child is in danger or is injured.**

- **Always record all actions and complete a BG incident report form within 24 hours of any referral and send to British Gymnastics.**