

Reporting a Safeguarding Concern

1. About children and young people arising outside of the Foundation (e.g., at home, school or in the community)

Foundation staff or unpaid worker made aware of concerns about a child's welfare or safety. This could be through a verbal disclosure or observation.

(e.g., suspicions of bullying at school, allegations of abuse within the family, consistently inappropriate clothing for the weather).

If the child needs immediate medical attention or first aid, arrange this and let the medic know there may be a safeguarding concern or allegation.

If there are concerns around the participant's immediate safety (or that of other participants) call the police.

Member of Foundation staff uploads the disclosure or concern to the Swans Foundation MyConcern system as soon as possible and contacts the Safeguarding Manager to report the incident.

If it is a volunteer receiving the disclosure, they must contact the lead member of staff on site to upload to MyConcern and report to Safeguarding Manager.

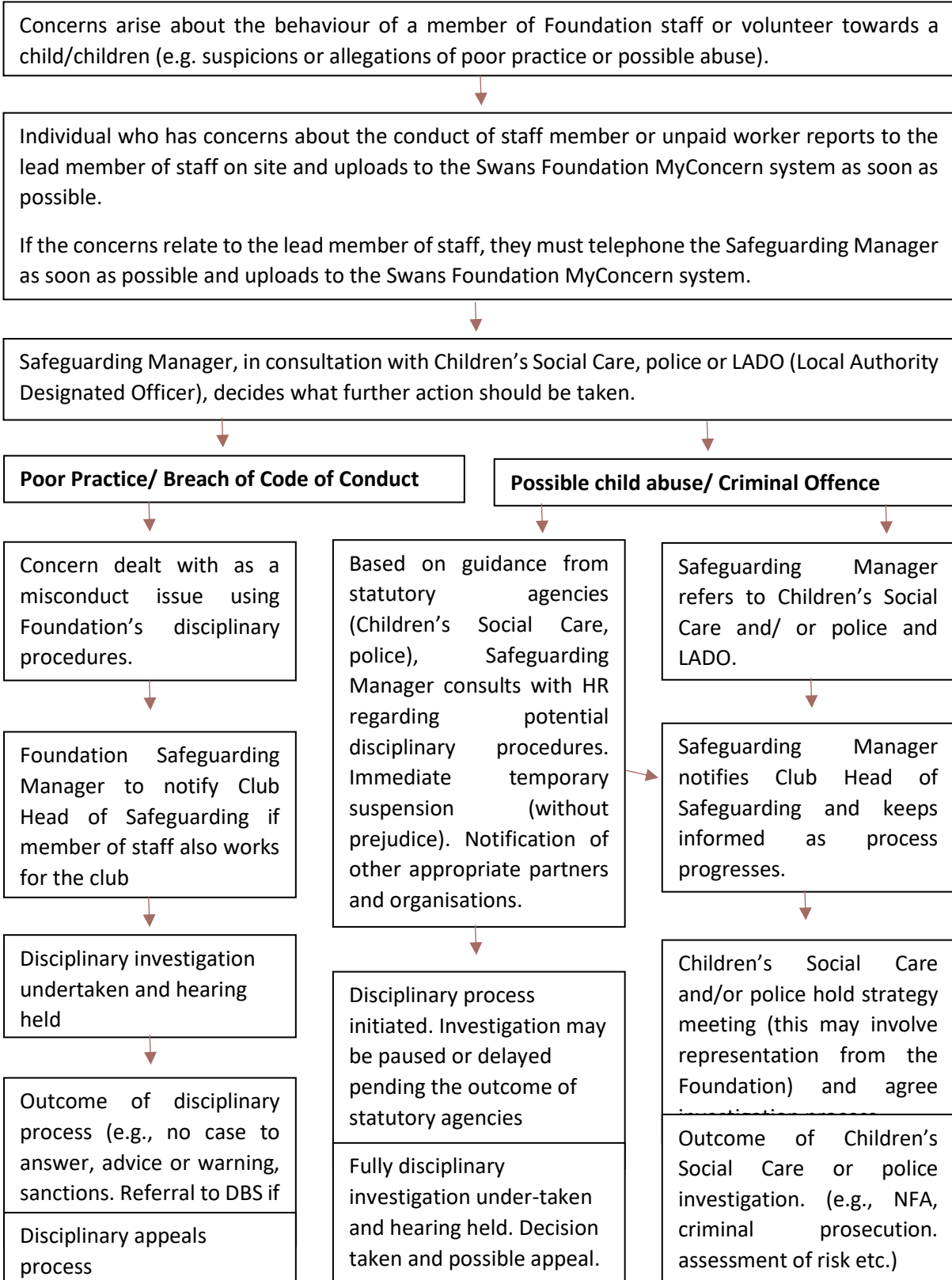
Safeguarding Manager makes decision on immediate referral to Children's Social Care and / or police. Any conversations and actions taken to be recorded on MyConcern.

Safeguarding Manager makes decision on immediate escalation to SMT and/or the designated trustee. Any conversations and actions taken to be recorded on MyConcern.

Safeguarding Manager makes decision on immediate referral to the relevant football bodies and funders*. Any conversations and actions taken to be recorded on MyConcern.

*Relevant football bodies and funders includes, but is not limited to; The Football Association, the Football Association of Wales, the Premier League Charitable Fund and the English Football League Trust

2. Allegation about the behaviour of a Foundation employee or volunteer towards a child (poor practice and/or abuse).



3. Allegation reported about the behaviour of a staff member or unpaid worker from a partner organisation

