

# KEEPING YOU AND YOUR CHILD **SAFE**

At Save the Children we are committed to keeping you, your child and our staff as safe as possible when you're working with us. To do this, we need to follow certain steps and we want you to be completely aware of our obligations and what will happen if we have any concerns about your safety during your time with us.

If you tell us that either yourself, your child or someone close to you has experienced or is at risk of experiencing harm, then we must report it to our organisation. Save the Children will then decide whether that information needs to be shared with other agencies such as Children's or Adult services – this is called 'making a referral'. We hope, that in most cases, we can talk to you about our concern and tell you what actions we're taking and what's going to happen next, however, sometimes we may not be able to inform you straight away, especially if it's unclear of who is a risk to you or your child.

Please be assured that our primary aim is to keep you and your child safe and to protect you from any potential harm. Any referral that we may decide to make is to ensure you and your child get the right help and support. You have a voice in saying what this support should look like too – services will best be able to help you when you are fully involved in the process.

Where we can, we will try our best to keep you updated on what is happening and what decisions have been made so you're not left in the dark.

If at any point, you are unhappy with how we've dealt with your situation you have every right to raise that concern by contacting the Integrity Line on 0800 085 2563 or emailing Focal Point [focalpoint@savethechildren.org.uk](mailto:focalpoint@savethechildren.org.uk) or speak to the teams' Executive Lead (Rebecca Thomas) on 07586348290.

In addition, if you have a concern about any another member of the group, you can use the same contact details.