

Content:

This safeguarding flowchart is a visual representation of our organisation's procedure for reporting, and responding to, safeguarding concerns. It explains lines of reporting, how a referral is made, and the outcome of the referral.

Detail:

If you have concerns about the behaviour of a member of staff or volunteer towards any child or adult, firstly, **ensure their immediate safety, then:**

<u>Report your concerns</u> to the relevant Club Welfare Officer, Table Tennis England's Designated Safeguarding Lead or Deputy Designated Safeguarding Lead – who, with the Case Management Group will decide if the concern constitutes:

Poor practice or breach of Table Tennis England's Code of Conduct/Ethics Possible child or adult abuse

Poor practice or breach of Table Tennis England's Code of Conduct/Ethics Table Tennis England complaints/disciplinary procedures initiated – decision taken by Designated Safeguarding Lead and Chief Executive regarding temporary suspension pending the outcome of any statutory investigations.

Concerns referred to Children's Services/Adult Services who may involve the Police, if concerns relate to someone in a position of responsibility referral to the LADO

<u>Possible outcomes</u> of the process/hearing:

- 1. No case to answer
- Warrants
 advice/warning as
 to future
 conduct/sanctions
- 3. Further training/support needed
- 4. Sanctions put in place
- Dismissal and referral to the DBS

Table Tennis England complaints/disciplinary investigation undertaken informed by the outcome of the statutory investigation

Possible outcomes:

- Statutory threshold not met so referred to Table Tennis England for disciplinary process to take place.
- 2. Children's /Adult's
 Services/Police enquiries and
 investigation undertaken
- 3. Following 2 above no case to answer.
- 4. Criminal proceedings.
- 5. Possible civil proceedings.

Appeals procedures available as part of natural justice