**Safeguarding Serious Incident Reporting Flowchart**

PSO is informed of an allegation relating to safeguarding

PSO informs Diocesan Safeguarding Team (DST) within 24 hours

DST informs any statutory agencies, including the police, if required and convene a Safeguarding Case Management Group (SCMG)

If the DST advises that the incident is a Serious Incident and needs to be reported to the Charity Commission, the PSO informs all trustees (or those trustees who may be informed).

If the PCC trustees have not passed a Safeguarding Serious Incident Reporting Delegation Resolution to enable the DST to report the incident to the Charity Commission on behalf of the PCC trustees, this should be passed and a copy provided to the DST.

PSO takes such steps as directed by the DST in order to ensure any safeguarding risks are managed

DST reports safeguarding Serious Incident to the Charity Commission in accordance with the terms of the delegation and provides a copy of the report to the PSO.