

The 4Rs of safeguarding

The 4Rs provide a simple framework to help all staff take the right action when concerns arise.

Recognise



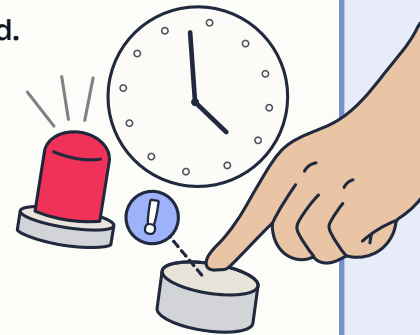
Be alert to signs that a child may need help or protection.

- Notice changes in behaviour, appearance or wellbeing.
- Be aware of abuse, neglect and exploitation.
- Recognise online risks.
- Stay professionally curious.
- Take all concerns seriously.

Respond

Act appropriately when concerns are identified.

- Stay calm and listen carefully.
- Reassure the child.
- Take disclosures seriously.
- Do not promise confidentiality.
- Focus on the child's safety and wellbeing.



Report



Share concerns with the right people.

- Follow your safeguarding procedures.
- Contact the Designated Safeguarding Lead (DSL).
- Report concerns promptly.
- Escalate concerns when necessary.
- Never assume someone else will act.

Record

Keep clear and accurate records.

- Record concerns as soon as possible.
- Use facts, not assumptions.
- Include dates, times and actions taken.
- Use the child's own words where appropriate.
- Follow your organisation's recording procedures.



REMEMBER - If in doubt, speak to your DSL.

It is always better to share a concern than to ignore it.