

SAFEGUARDING

Responding to Disclosure:

What to do if your mentee talks to you about (or you suspect) abuse



- Stay **calm and listen** carefully to what is said.
- **Do not promise to keep secrets**– you are legally obliged to share information with designated people if someone is at risk.
- Allow the young person to continue at his/her **own pace**.
- Ask questions for **clarification** only and at all times avoid asking questions that suggest a particular answer. (Information gathering, NOT investigating).
- **Reassure** the young person that they have done the right thing in telling you. Tell them what you will **do next** and with whom the information will be shared.
- **Inform the school's Safeguarding Officer immediately :**
- **Record in writing** (not email) what was said, asap, using the young person's own words, note date, time and names mentioned, to whom the information was given and ensure that all records are signed and dated, ideally by you both.
- **SATRO to be kept informed that there is an issue**



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