

## Responding to a child who discloses abuse

### Responding to a child who discloses abuse:

- ✓ Be sensitive – listen and facilitate.
- ✓ Stay calm – don't react emotionally.
- ✓ Take child seriously.
- ✓ Don't promise to keep information a secret.
- ✓ Make no judgmental statements.
- ✓ Use open, non-specific questions.
- ✓ Explain – what happens next.



- Remember that you have been approached because you are trusted and possibly liked.
- All concerns must then be reported to the Designated Liaison Person (DLP). The DLP will decide if reasonable grounds for concern exist. If reasonable grounds for concern exist, the DLP will report to a Tusla duty social worker.
- Your organisation/club should have a procedure for recording certain concerns which, following consideration, do not initially meet reasonable grounds for concern. Concerns which do not initially meet reasonable grounds for concern may, upon review, show patterns or clusters which may heighten the level of concern.

## Recording

### Your organisation/club's child safeguarding procedures should contain guidance on record-keeping.

- Records should be factual and include details of contacts, consultations and any actions taken.
- All agencies dealing with children must cooperate in the sharing of records with the statutory authorities where a child protection or welfare issue arises.
- Ensure that records on child protection concerns, allegations and disclosures are kept securely and safely within the organisation/club.
- Records should only be used for the purpose for which they are intended.
- Records should only be shared on a need-to-know basis in the best interests of the child/young person.
- Clearly state who within your organisation/club has access to particular types of records.
- State the location where records are stored.
- Indicate how long the organisation will retain these types of records.
- Child protection records should be updated as required and reviewed regularly by the Designated Liaison Person (DLP).



## Reporting

All organisations/clubs should have procedures in place for reporting any concerns about the welfare or protection of a child that arise. You should make sure the procedures are available and followed by all staff members, volunteers, and individuals undertaking work experience or internships within your organisation.



You should always inform Tusla if you have reasonable grounds for concern that a child may have been, is being, or is at risk of being abused or neglected.

### POTENTIAL REPORTING FLOW

