Whether to escalate a safeguarding concern – How to assess?

**Is the student an ‘adult at risk’?**
See Annex J & K for definitions

**Does the concern raised involve a form of abuse?**
See Annex J & K for definitions

**Is the student experiencing harm or are they at risk of harm if the safeguarding referral is made?**
Please consider:
- Students individual circumstances
- the nature and extent of the concerns
- the length of time it has been occurring
- the impact of the incident(s)
- the risk of repeated incidents impacting the student
- the risk of repeated incidents for others

**What does the student (‘adult at risk’) want to happen?**
Wherever possible, please consider the students wishes about what they want to happen next but do not promise confidentiality, sometimes it will be necessary to make a safeguarding referral against the wishes of the student at risk. Any decision made should be proportional to the risk, for example:
- it is in the public interest e.g. there is also risk to others
- the student lacks mental capacity to consent and it is in their best interests
- the person is being unduly influenced or intimidated to the extent that they are unable to give consent
- it is in the students vital interest to prevent serious harm or life threatening situations

**Always record your actions and decisions.**
If you are still unsure whether you should make a safeguarding referral, seek advice:
See City’s Safeguarding contact list, Annex H, for safeguarding contact details. You can have an anonymised conversation to decide whether the safeguarding concern needs to be acted upon and escalated accordingly.