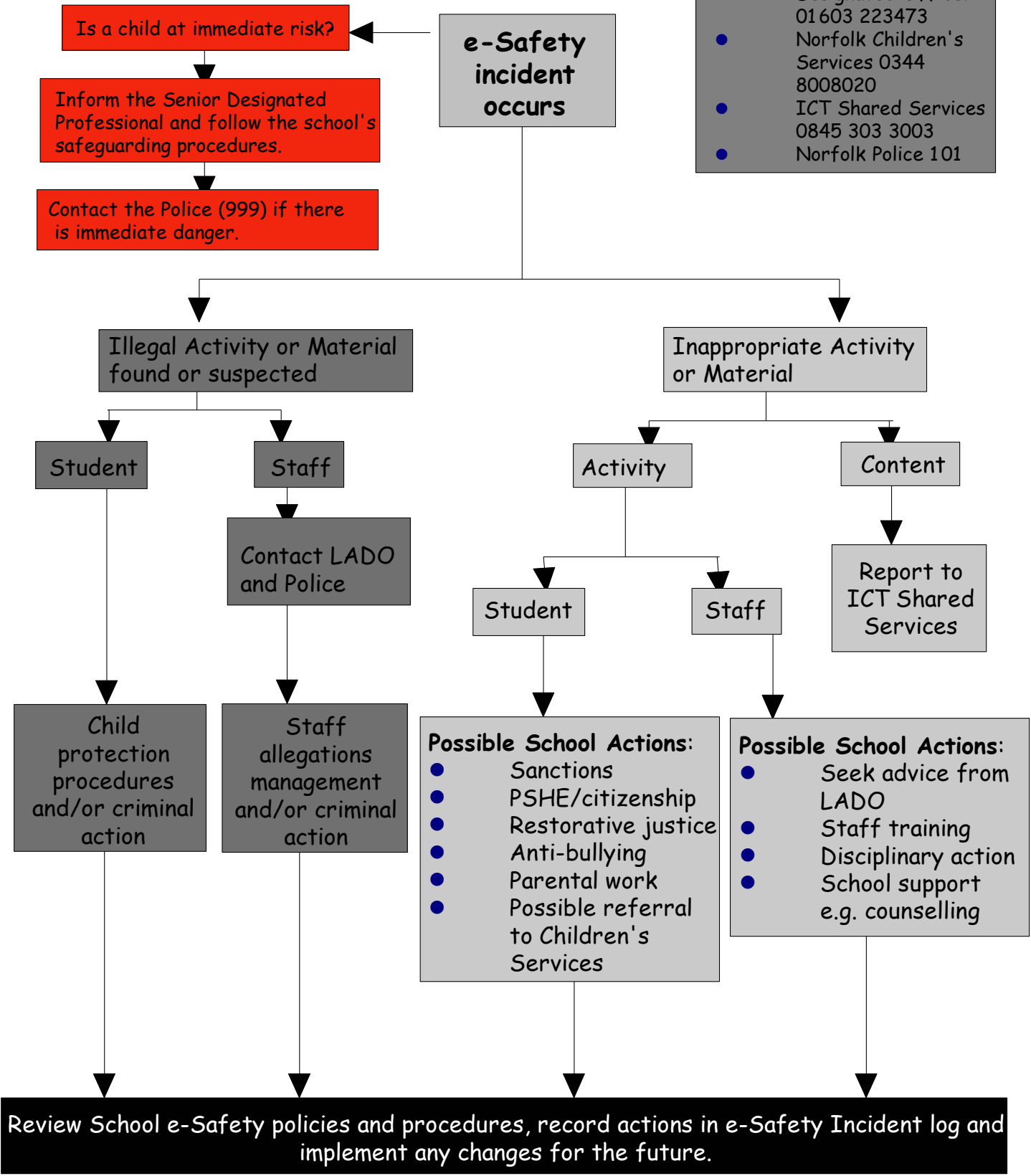**Norfolk** County Council

Response to an Incident of Concern

Contacts

- Local Authority Designated Officer 01603 223473
- Norfolk Children's Services 0344 8008020
- ICT Shared Services 0845 303 3003
- Norfolk Police 101

e-Safety incident occurs

Is a child at immediate risk?

Inform the Senior Designated Professional and follow the school's safeguarding procedures.

Contact the Police (999) if there is immediate danger.

Illegal Activity or Material found or suspected

- Student
- Staff → Contact LADO and Police

Child protection procedures and/or criminal action

Staff allegations management and/or criminal action

Inappropriate Activity or Material

- Activity
  - Student
  - Staff
- Content → Report to ICT Shared Services

Possible School Actions:
- Sanctions
- PSHE/citizenship
- Restorative justice
- Anti-bullying
- Parental work
- Possible referral to Children's Services

Possible School Actions:
- Seek advice from LADO
- Staff training
- Disciplinary action
- School support e.g. counselling

Review School e-Safety policies and procedures, record actions in e-Safety Incident log and implement any changes for the future.

LADO - Local Authority Designated Officer