

REVIEWING CONCERNS PROCEDURE

Mackie Academy Former Pupils Rugby Football Club will review the management of all significant incidents to ensure that it is doing its utmost to protect children. The Child Protection Officer will conduct the review, either as part of an annual review of Child Protection procedures, or on a case by case basis as appropriate and will involve other members of staff, outside agencies as necessary.

The review will seek to answer the following:

<p style="text-align: center;">PROCEDURES</p> <ul style="list-style-type: none">♦ Were the relevant procedures followed?♦ If not, is there a reasonable explanation for this?♦ Were the timescales appropriate?♦ Do the current procedures provide adequate information about what to do in such a situation?♦ If appropriate, was a referral made to Disclosures SCRO as required by the Protection of Vulnerable Groups (Scotland) Act 2007?	<p style="text-align: center;">PEOPLE</p> <ul style="list-style-type: none">♦ Were the right people involved?♦ Were the views of the child/family obtained?♦ Were those involved aware of the procedures?♦ Had the people involved been trained on the procedures?♦ Where appropriate, were external organisations involved; for example, the police or governing body of sport?
<p style="text-align: center;">OUTCOMES</p> <ul style="list-style-type: none">♦ Was the outcome appropriate in the case?♦ If not, why not?♦ Is there a need to take further action in this case; for example, referring the case to police/social work?	<p style="text-align: center;">RECORDING</p> <ul style="list-style-type: none">♦ Were records kept?♦ Is the quality of the information recorded satisfactory?♦ Can the forms be improved?