

Has the PiPoT Criteria been met?

Has the person in a position of trust:

- Behaved in a way that has harmed, or may have harmed an adult or child?
- Possibly committed a criminal offence against, or related to, an adult or child?
- Behaved towards an adult or child in a way that indicates they may pose a risk of harm to adults with care and support needs?
- Behaved, or may have behaved, in a way that indicates they may not be suitable to work with children / adults (including outside the working environment, known as a transferable risk)?

Yes

No

Do not question the victim/witness.

Fully record initial account & what you observed / have been told

Allegation is passed to your named Senior Manager or Designated Safeguarding Lead

Do not wait to act!

If someone is at risk of immediate harm, contact the Police on 999

- Senior Manager / Designated Safeguarding Lead provides advice & guidance
- Agree if action required
- Record action, rationale & outcomes

- Complete the [PiPoT referral form](#) & send to PiPoT@bolton.gov.uk or ring the Adult Safeguarding Team Manager on 01204 337000
- Out of hours an in an emergency ring the Police or 999 or 101
- Immediate concern that cannot wait until the next day? Ring the Emergency Duty Team on 01204 337777
- Behaved, or may have behaved, in a way that indicates they may not be suitable to work with children / adults (including outside the working environment, known as a transferable risk)?
- Where a concern has been identified about a PiPoT and they are a parent or carer for a child or children, then consideration should be given to a referral to The Integrated Front Door by calling 01204 331500 and pressing Option 2. Phone lines are open Monday to Friday - 8:45am to 5pm.
- If you believe there is an emergency and a child is at immediate risk of significant harm, you must contact the Police on 999.

Strategy meeting convened (refer to main Policy for detail), including what is needed to safeguard any adult (or children) at risk that the PiPoT had contact with.

Outcomes

- Substantiated – sufficient identifiable evidence to prove allegation(s)
- Malicious
- Not determined or inconclusive
- Not substantiated

Learning

At conclusion, Senior Manager / Designated Safeguarding Lead to discuss changes / improvements / learning with employer / partners