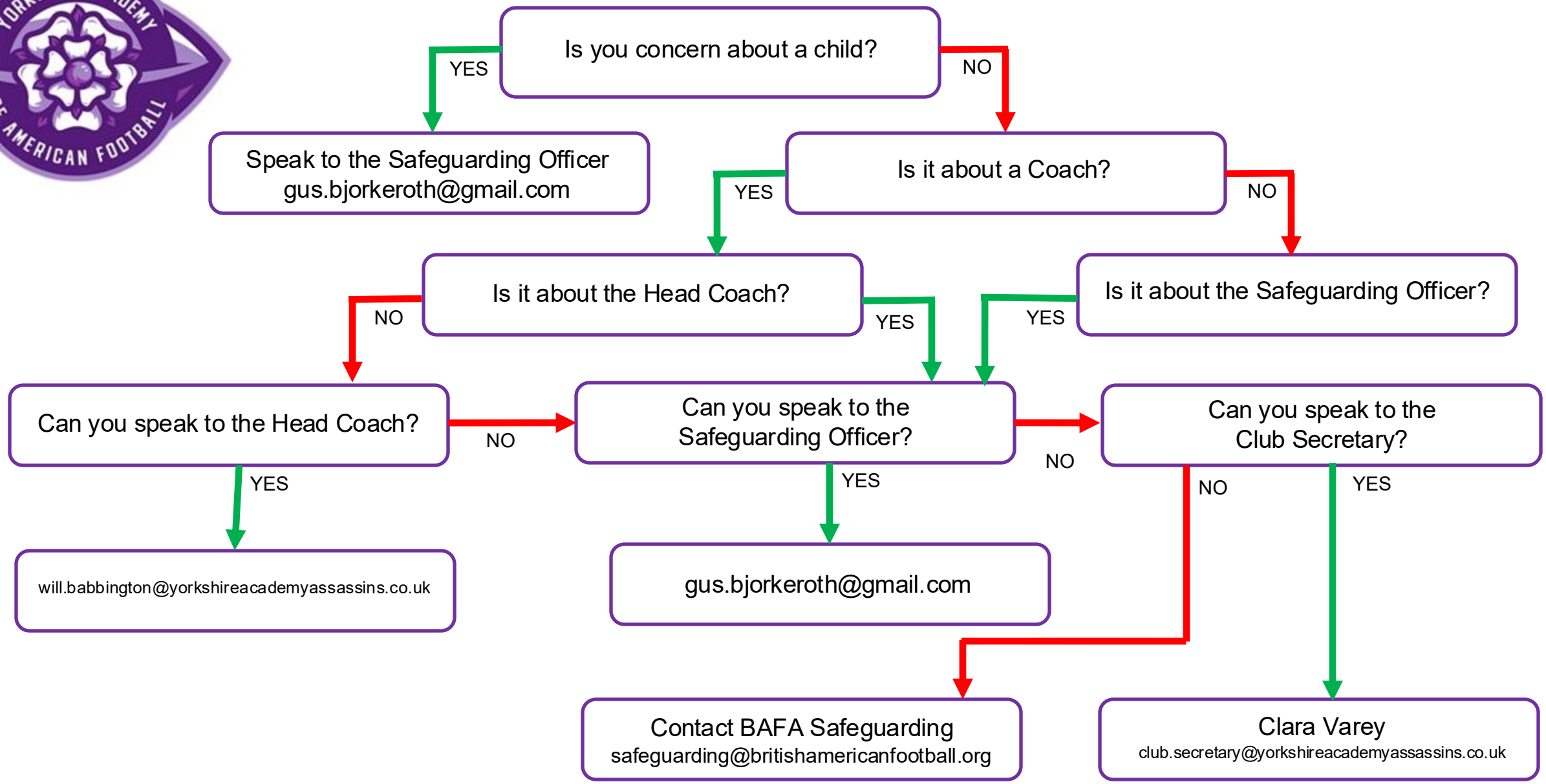WHAT TO DO IF YOU HAVE A SAFEGUARDING CONCERN