

Reporting Concerns About A

This form should be used in conjunction with the procedure for dealing with concerns about a child.

Details of Child and

Name of Child:		
M/F:	Age:	D.O.B:
Ethnicity:	Language:	Additional Needs
Name(s) of parent(s)/carer(s):		
Child's home address and address(es) of parents (if different from child's):		

Your

Your Name:	Your Position	Date & Time of Incident (if applicable)

<p>Are you reporting your own concerns or the of someone else? If the concerns came from someone else, how did you become aware of them?</p>
<p>If someone else, please give their name, and the nature of their relationship to the child:</p>

Please give details about the name of the incident/concern (*any details you have, incl. time, date, location, who else was present, observations that led to concern, injuries, behaviour of child and others - especially observed changes in behaviour, first incident or pattern, anything else of relevance:*

Please continue on a separate sheet if necessary

Please give any details about how the child described this incident/concern (*please use the child's own words if you know them*):

Please continue on a separate sheet if necessary

Details of anyone alleged to have caused the incident or be the source(s) of concern:

Details of anyone who observed the incident or shares the concern:

PLEASE NOTE: concerns should be discussed with the family unless:

- a family member is the cause of the concern
- someone may be put in danger if the family is told
- telling the family may interfere in a criminal investigation

If any of these apply, please contact the Local Authority Children's Services Dept first.

If you have discussed the concerns with the family, please record their reaction here:

Are you aware of any previous incidents or concerns, which may aid the understanding of this present concern:

Please give details of who else you have discussed this with in the church, and/or Diocese:

Details of referral with Local Authority Children's Services:

What has happened since the above referral? (*please note: you may not be made aware of actions taken by the local authority*):

