



Form for reporting an allegation or suspicion of abuse or harm to Offices

Name of congregation and/or group

Describe the nature of the concern (for example, has an allegation been made by the child or adult at risk themselves, or has an allegation been made by a third party, or has a third party raised a suspicion of abuse or harm?)

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Name of the person to whom the allegation was made or the person who witnessed the harm or who suspects that harm or abuse has occurred

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Were notes made and where are they now?

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Action taken - for example, was any referral made to police or social services and if so who made the referral and to which specific statutory service was the referral made?

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What decision was made regarding the immediate safety of the child or adult at risk?

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Was counselling offered to the person to whom the allegation was made or who witnessed or suspected abuse or harm?

Any other comments

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Signature of Safeguarding Coordinator Date

Date received in Offices