

Parish:

Case Number: **leave blank**

✓ - this can be cut and paste into the relevant box below

<b>Subject 1</b> Alleged Victim (if relevant) <input checked="" type="checkbox"/> DOB <input type="text"/> or approx. age	<b>Name and Address:</b>  Church attended and position held	<b>Tel/Mob/Email</b>  Email T:
<b>Subject 2</b> Alleged Abuser (if relevant) <input checked="" type="checkbox"/> DOB <input type="text"/> or approx. age	<b>Name and Address:</b>	<b>Tel/Mob/Email</b>  Email T:

Contact Person (Referrer)	Position	Church/Agency	Tel/Mob/Email

<input type="text"/>	<input type="text" value="(Leave blank)"/>	<input type="text" value="(Leave blank)"/>
date(s) referred	date opened/reopened	date(s) closed

Children <input checked="" type="checkbox"/>	Adults <input checked="" type="checkbox"/>	Allegation (church Officer) <input type="checkbox"/>
Physical <input type="checkbox"/>	Domestic Abuse <input type="checkbox"/>	
Neglect <input type="checkbox"/>	Financial <input type="checkbox"/>	
Emotional <input type="checkbox"/>	Discriminatory <input type="checkbox"/>	
Sexual abuse <input type="checkbox"/>	Institutional <input type="checkbox"/>	
Sexual abuse non-current <input type="checkbox"/>	Other <input type="text"/>	
CSE <input type="checkbox"/>	Notes <input type="text"/>	

Initial information: See report below

Name:

Case No:

Name, age, address and contact details of parent / guardian / carer	
Position and church of person causing concern	
Nature of the concern, including dates, time etc. of any specific incidents: (allegation / behaviour / risk that is causing concern)	
Who have you spoken with about the concern and what was said	
Have you spoken with the parent / guardian / carer – if so when and what was said	
Has anybody spoken with the person causing the concern? If so when and what was said	
Are there any risks to any person – if so what and what action has been taken to deal with any risks	
Have you consulted anyone else within the church – if yes when and who?	
Have you consulted anyone else outside the church – if yes when and who? (e.g. police, multi- agency	

safeguarding hub, adult care etc.)	
Detail any advice or instructions that have been provided to you or to any parties detailed within this report. When was the advice given and who gave the advice?	
<p>Is the person the concern is about aware that this matter has been referred? Yes or No</p> <p>If Yes: Have they consented? Yes or No</p>	

Report completed by:

Date (including year):

Name:

Case No: