

About the suspicion/concern/allegation

Date of suspicion/concern/allegation:

Time of disclosure/concern/suspicion:

How was information received? (attach any written information to this form)

Telephone Letter Email In person (circle as appropriate)

Details of person making disclosure/raising concern (if different from complainant)

Name:

Address:

Telephone:

Mobile:

Email:

Relationship to complainant:

Details of complainant (this can be anonymised when notifying the NBSCCCI)

Name:

DOB/age:

Address:

Telephone:

Mobile:

Ethnic origin:

Language (is interpreter/signer needed?):

Disability:

Special needs:

Church body (if applicable):

Parent/carer details (where appropriate)

Name:

Address (if different from above):

Telephone:

Mobile:

Are they aware of the suspicion, allegation or complaint?

Yes No

Referral to a member of the Church (ONLY COMPLETE IF THE ALLEGATION RELATES TO CHURCH PERSONNEL)

Has the matter been referred to the Church authority?

Yes

No

Date referred:

Time referred:

Name of person it was referred to:

Designation:

Address:

Telephone:

Email:

Next steps (ONLY COMPLETE IF THIS ALLEGATION RELATES TO A CLERIC OR RELIGIOUS)

What actions have been taken (if any) by the Church, in relation to the respondent, to safeguard children following receipt of this information?

Sign off

DLP name:

DLP address:

DLP telephone:

DLP email:

DLP signature: