

Appendix 3



Concerns about a child

Please record details of the event and pass to Maria or Liz as soon as possible.

Date

Name of child

Name of person completing form

Child's class

Have the child's parents been informed of the concern?

Description of event or disclosure (if a disclosure please record exactly what the child has said, do not ask leading questions)

Record of action taken - including any action taken by referrer

Record of any follow up work