

Appendix 13: Responding to Abuse – Recording Sheet



CONFIDENTIAL

Name of church/group _____

Name of child/young person _____

Address _____

Date of birth ____ / ____ / ____ Male/female _____

Name of person reporting incident _____

Phone contact number _____ Email address: _____

Date and time alleged incident occurred ____ / ____ / ____ Time _____

The Concern:- Sequence of events/actual words used/observations

Action taken (including person(s) contacted)

Date and time of written report ____ / ____ / ____ Time _____

Notes _____

