

Child Protection Expression of Concern Form

This form should be completed when there is cause for concern and given to the Safeguarding Officer / Safeguarding Trustee as soon as possible.

Details of Pupil:

Child's Name:

Child's Date of Birth:

Details of the person reporting concerns:

Full Name:

Post:

Do these concerns relate to a specific incident/disclosure? If YES complete Section A; If NO, omit section A and move straight to Section B

Section A:

Date and time of incident/disclosure:

Location of incident/disclosure:

Date this form was completed:

Other persons present:

Section B:

Details of concern/disclosure/incident:

(What was said, observed, reported)

Action taken:

(What did you do following the incident/disclosure/concern?)

Any other relevant information:

Signed:

Date:

NOTE: If you feel immediate action is required please make your leader aware immediately or if they are not available contact ThirtyOneEight's 24-hour helpline: 0303 003 1111