

Thurso Players – Child Protection Procedures Child Welfare Concern Form

A report should be made by the person who has had the initial concerns about a child's welfare using this pro forma.

The report should be handed to the Thurso Players' Child Protection Officer (CPO) in order that they can add any follow-up action taken. The form will be stored in a secure location by the CPO.

The CPO should contact the appropriate Social Work Department and or the Police, giving them a copy of this form if requested.

Please complete all the sections below.

1. Name of Person recording the Concern:	2. Date:	3. Who is putting the child at risk? eg Staff member, family member.
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4a. Name of child or children your concern relates to:
4b. Contact details of child or children.

5. Outline your reasons for concern (key points):

6. Brief outline of any actions you have already taken to protect the child or children:
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7. Signature	8. Role in Thurso Players. Member, Committee, Child Protection Officer, Chaperone.
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9. Date

Child Protection Officer to complete section 10, overleaf.

Follow up actions taken by the Child Protection Officer

10. Actions undertaken by Child Protection Officer.

11. Signature

12. Role in Thurso Players.

13. Date

This form is to be stored in a secure location once any information is recorded.