

Reporting Concerns Form – Sample

Once the form is completed, please hand to Team Leader or Child Safe Standards Representative.

Details of Child or Young Person of Concern

Name of person:		
Gender:	Age:	Date of birth: (if known)
Name(s) of parents/guardian(s): (if applicable)		
Child's address:		

Your details

Your Name:	Team Leader Name:	Date and time of report/ incident:
Your Role:	Contact information:	
Relationship to person of concern:		

Describe concerns and disclosures:

Provide as much information as possible, based on facts and observations.

If there is not enough space, please turn over.