

The Comedy School Safeguarding Young People and Vulnerable Adult Protection Policy

Appendix B - TCS Safeguarding Concern Report Form

(For the full Safeguarding policy document click

<https://thecomedyschool.com/safeguarding-policy.html>)

Date and time of report of concern:

Name of the Child / Vulnerable Adult:	Age of the Child/Vulnerable Adult and Date of Birth:
Parent/Carer's Name and Home Address:	Contact details: T: E:
Staff Member's Name:	Staff Member's Position in the Company:

I am reporting my own concerns or passing on someone else's concerns

(Delete as applicable)

Please provide clear factual details of the concern:

Please provide clear factual details of the concern:(continued)

Please describe briefly what has prompted these concerns (including dates, times etc. of any specific incidents)

Are there any physical or behavioural signs? Please provide clear and accurate details:

Have you spoken with the child/Vulnerable Adult? Please record below the conversation as accurately and in as much details as possible:

Have you spoken to the parent/carer of the child/Vulnerable Adult? Please record below the conversation as accurately and in as much details as possible:

Has anyone been alleged to have caused this concern or possible abuse? Please provide details:

Have you spoken to anyone else about these concerns? Please provide details:

Name of DSL handling this report:	
Signature:	
Job Title:	
Date report was received:	