| RAISING CONCERNS<br>Coventry Canal Society Safeguarding Policy and Procedures | |
|---|---|
| **Name of person raising the concern** | |
| **Date and time of the concern being raised.** | |
| **Place of concern.** | |
| **Name of the child/ vulnerable adult you are concerned about.** | |
| **Is this a safeguarding concern?** | |
| **How was the concern identified?** | |
| **Other people/ witnesses present.** | |
| **What actually happened?** | |
| **Were there any physical injuries?** | |
| **Contact with Parents/ carers made?** | |
| **Form given to Designated Safeguarding Committee member or another committee member?** | **To whom:**<br><br>**Date:** |
| **Action taken and date/ time?** | |
| **Signature** | **Date:** |