

Reporter's details	
Name	
Ministry role	
Contact details	

Child/vulnerable person's details	
Name	
Age (date of birth)	
Contact details (phone, address)	
Other information, e.g., school, language spoken, physical description of person	

Parent/caregiver details	
Caregiver name/aliases	
Age	
Contact details (phone, address)	
Other information, e.g., language spoken, physical description of person	

## Concerns for the child/vulnerable person

*Record a full account of your concerns for the safety, well-being or welfare of the child or vulnerable person. Include as much detail as possible as well as relevant dates and times.*

*Include anything observed: Indicators | Behavioural changes | Safety concerns | Verbal comments or conversations*

Your signature:

Date:

*Please pass this record on to your Supervisor/Senior Minister as soon as it is completed so that a report can be made to the relevant authority, e.g., Community Services.*

*Keep all details confidential.*