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| **Concern form**  **Information record relating to concerns of abuse or maltreatment**  **Parish of** …………St Edmunds and St Mary Woolnoth……….. | |
| The person about whom the concern has been raised | **Name**  **Gender**  **Age**  **Ethnicity**  **Address**  **Contact details**  **Parent /carer details if under 18 (name / address / phone number)**  **Communication and access needs** |
| The abuse or neglect that may be taking place | **The concern**  **How it came to light**  **Its impact on the person**  **The person’s wishes in relation to the abuse / neglect**  **The setting / occasion(s) where / when it took place**  **The alleged perpetrator(s), full name, address and date of birth (if known)**  **Any witness(es)** |
| Action taken | **What action was taken and why (rationale)?**  **Who was contacted? (For support / advice / to report)** |
|  | **Name of person making record**  **Date**  **Role**  **Signature**  This information will be shared with –  *This confidential record will be stored securely in accordance with the Data Protection Act 1998* |

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Description automatically generated with low confidencePlease make sure you have shared this information with IMPRINT London’s Safeguarding Lead (Benita Thambipillai [benita@imprintchurch.co.uk](mailto:benita@imprintchurch.co.uk) within 24 hours of a disclosure/ concern