

## Church Incident Template

<b>Church:</b>	<b>Circuit:</b>	<b>Date of occurrence:</b>	
<b>Nature of occurrence in brief:</b> <i>E.g. accident, theft, assault, disclosure etc</i>	<b>Name of person reporting:</b>		
	<b>Signature:</b>		
	<b>Role of person reporting:</b>		
<b>Name(s) of those involved/ witnessed:</b>  1)  2)  3)	<b>Any further action taken?</b> <i>eg first aid, contacted parent/carer, referral to other agency</i>		
<b>Information shared with:</b> <i>please indicate all contacted</i>  <input type="checkbox"/> Minister <input type="checkbox"/> Church Safeguarding Officer <input type="checkbox"/> Circuit Safeguarding Officer	<input type="checkbox"/> District Safeguarding Officer <input type="checkbox"/> Other <i>(please state)</i>	<b>Date information shared:</b>	<b>Were formal Church Safeguarding Notes commenced?</b> <i>please circle</i> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Further Information:</b>			