



Concern (& Disclosure/Allegation) Form

Please complete if you have any (safeguarding) concerns about an under 18 student. You must complete the boxes in bold; the other information can be filled in by DS later if you do not know

| | |
|--|--|
| Date | |
| Student first name | |
| Student family name | |
| Gender | |
| Date of birth | |
| Nationality | |
| Group / individual | |
| Student ID | |
| Name of person noting concern | |
| Role/connection with school | |
| | |
| Date and time concern noted | |
| Location | |
| <p>Concern <i>(please provide as much detail as possible)</i></p> <p>NB: If reporting a disclosure / allegation made by a student, please use this space to describe verbatim (or as close as you can remember) the conversation. Use the other side to write more.</p> | |
| Signed | |

Response to concern This section to be filled in by the Designated Staff member.

Do parents / agent / homestay / other need to be informed?

| Response & follow up | By whom <i>(full name)</i> | When <i>(date & time)</i> |
|---------------------------------|-----------------------------------|--------------------------------------|
| | | |