**SAFEGUARDING CONCERN FORM**

This form should be completed when you become aware of something which raises a concern about the safety of children or vulnerable adults, either actual or possible, even where you are merely uneasy about something but have no evidence of harm.

Please feel free to talk to your Safeguarding Officer, or your minister, or the District Safeguarding Officer, if you have any concerns or queries about completing the form; please return it, once completed, to the Circuit Safeguarding Team (safeguarding@bhbcircuit.org.uk or superintendent@bhbcircuit.org.uk)

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| Date and time:……………………………… Church/Place of incident:……………………...………..…Names of those involved and any relevant positions (eg John Smith, local preacher) including ages if appropriate (Jimmy Case, BB member, aged 7): |
| What happened (continue overleaf or on separate paper if necessary)? |
| What action did you or others take, or action you think might be necessary now (continue overleaf or on separate paper if necessary)? |
| Signed: ………………………………… Date: …………………………………………………………Print name and position: …………………………………………………………………………………….....Phone number or email address………………………………………………………………… |