**APPENDIX 3:**

**Incident Summary for Allegations of Abuse:**

Who are the allegations against?

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What is their relationship to the young person?

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What form did the alleged abuse take? (Physical, sexual, neglect or emotional.)

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When did, or is, the alleged abuse taking place?

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To your knowledge, is their more than one victim? YES / NO / DON’T KNOW

To your knowledge, is there more than one perpetrator? YES / NO / DON’T KNOW

What evidence have you seen to support the allegations?

(e.g. bruises, burns, overt changes in behaviour…)

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Any other information:

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Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_

This form should now be given to the Designated Safeguarding Officer