

Form 9

FORM FOR RECORDING DISCLOSURES OR CONCERNS ABOUT ABUSE

Confidential

This form, based on the template provided in "Safeguarding Children" (2008), is recommended for recording disclosures or concerns about the abuse of children or young people in the Diocese of Galway, Kilmacduagh and Kilfenora. The completed form should be sent to one of the Diocesan Designated Persons and a copy should be retained by the author in a secure location.

Date and time of disclosure/concern _____

If the person making the disclosure or raising the concern provided any written information, a copy should be attached to this form.

Information about person making disclosure/raising concern

Name _____ Tel. No. _____

Address _____

Relationship to child or alleged victim _____

Information about child or alleged victim

Name _____ Date of birth/Age _____

Address _____

Is the child/victim known to have any disability or special needs? _____

Information about parents/guardians (where appropriate)

Name _____ Tel. No. _____

Address (if different from that of the child/victim) _____

Are the parents/guardians aware of the allegation, suspicion or complaint? ☐ Yes or ☐ No

Information about alleged perpetrator

Name _____ Tel. No. _____

Address _____

Relationship to alleged victim (e.g. parent, priest, neighbour etc) _____

Any additional information, e.g. level of risk to other children/young people _____

Details of concern, allegation or complaint

Include dates, times and locations and indicate possible witnesses.

Does the child/victim know that the matter is being reported? _____

Has the matter been referred to the HSE or the Garda Síochána? ☐ Yes or ☐ No

If yes, please name the person to whom it was referred _____

where _____ and on what date _____

Has the matter been referred to a representative of the Church? ☐ Yes or ☐ No

If yes, please name the person to whom it was referred _____

where _____ and on what date _____

Information about person completing this form

Name _____ Tel. No. _____

Address _____

Signed: _____ Date _____

Note. *The Protection for Persons Reporting Child Abuse Act, 1998 provides protection from civil liability for any a person who, acting “reasonably and in good faith” reports a concern about the abuse of a child or young person to an appropriate person.*