



Onyx Support Safeguarding Form

The form should be completed at the time or immediately following disclosure, but after all necessary emergency actions have been taken. Please complete the form as fully as possible. This form should be used to record safeguarding concerns relating to Children and/or Vulnerable persons. In an emergency please do not delay in informing the police or social services. All the information must be treated as confidential and reported to the Safeguarding Team within one working day or the next working day if it's a weekend.

1. Details of person completing the form:

Name:
Position:
Phone:
Email:
Address:

2. Details of the person affected:

Name:
Address:
Telephone:
Email:

3. Details of the incident (please describe using only the facts):

4. Other present or potential witnesses:

Name:
Address:
Telephone:
Email:

Additional information (any relevant information that may be useful):

I have completed this form and provided information that is factual and does not contain my own views or opinions on the matter.

Print Name:

Signature:

Date: