|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **First report of Cause for Concern (Children and Young People/ Vulnerabel Adult)** | | | | | |
|  | | | | | |
| This report should be completed by the volunteer raising the cause for concern after discussing it with their / Volunteer Supervisor/ Project Lead/ Safegaurding Lead (see list) | | | | | |
|  | | | | | |
| (See Safeguarding C & YP and Adults procedure) | | | | |  |
|  | | | | | |
| Details of volunteer raising concern | | | | | |
| Name: |  | | | | |
| Volunteer Group: | | |  | | |
|  | | | | | |
| Record of Observed Concern | | | | | |
| Time: | |  | |  | |
| Date: | |  | |
| Place: | |  | | | |
|  | | | | | |
| Describe the concern in your own words: | | | | | |
|  | | | | | |

|  |  |  |
| --- | --- | --- |
| Write down any actual words spoken by the child / young person: | | |
|  | | |
|  | | |
| Details of Witnesses: | | |
| Names | Witness 1: |  |
|  | Witness 2: |  |
|  | Witness 3: |  |
|  |  |  |
|  |  |  |
|  | | |
| Discuss with Volunteer supervisor / Project Lead /Safeguarding Monitor CSonly (see chart) | | |
| Outcome of discussion: | |  |
|  | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Action Taken: | |  | | | | | |
|  | | | | | | | |
| Advice from Volunteer Supervisor/Project lead/ Safegaurding Monitor (CS only) | | | | Yes | No |  | |
| Action Taken: | |  | | | | | |
|  | | | | | | | |
|  | | | | | | | |
| **The Refugees Welcome Designated Safeguarding Trustee must be informed of any potential safeguarding issues and a copy of this form sent** | | | | | | | |
| Date sent: |  | |  | | | | |
|  | | | | | | | |
| Refugees Welcome Contact List | | | | | | | |
| Name | | Position | | Phone No | | | Email |
| **Gill Appleton** | | **RW Designated Safeguarding Lead RW**  **/Afghan (Crewe)** | | **07775 635124** | | | **[refugeescheshireeast@gmail.com](mailto:refugeescheshireeast@gmail.com/)**  **gill@theappletons.net** |
| **Alex Major** | | **RW Safeguarding Lead Macclesfield and Congleton / Volunteer Supervisor (CVSCE): All projects** | | **01270 763100** | | | **[alex.major@cvsce.org.uk](mailto:alex.major@cvsce.org.uk)** |
| Anne Towers | | Project Lead: Macclesfield and Congleton Syrian and Afghan, Ukraine (Macclesfield) | | 07840 038172 | | | anne@towers53.plus.com |
| Judith Mayer | | Project Lead: Alsager Afghan/ Congleton Ukraine | | 07779 722368 | | | [judemayer700@gmail.com](https://d.docs.live.net/d010fe2e16c70c5c/Documents/RW/Polices%2520and%2520Procedures/Current%2520policies%2520word%2520form/2021/judemayer700@gmail.com) |
| Sue Lord | | Project Lead: Nantwich Ukraine | | 07923475127 | | | [evacuees@nantwichelimchurch.org](mailto:evacuees@nantwichelimchurch.org) |
| David Raines | | Project Lead: Bollington Ukraine | | 07952 837795 | | | david.raines@lineone.net |
| Alan Brown | | Project Lead: Nantwich Syria | | 07774 802820 | | | [alanbrowns@yahoo.co.uk](https://d.docs.live.net/d010fe2e16c70c5c/Documents/RW/Polices%2520and%2520Procedures/Current%2520policies%2520word%2520form/2022/alanbrowns@yahoo.co.uk) |
| Jane Emery | | CSS Nantwich Syria only | | 07967 388992 | | |  |
| Tony Smith | | Project Lead Alsager | | 07539113912 | | | Smithant2020@outlook.com |
| Sue Humphries | | CSS Alsager Syria only | | 07816155009 | | | [suziehum@tiscali.com](mailto:suziehum@tiscali.com) |
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