**Text

Description automatically generated with medium confidenceChild Safety and Wellbeing Concern Sheet**

*For completion by staff when they have a concern for a child’s safety and wellbeing, in accordance with government, Aberdeenshire and school child protection policy and procedures.*

*The designated Child Protection Coordinator will consider concerns shared, responding and monitoring as appropriate.*

**Part 1**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Pupil:** |  | | **Date of birth:** | | | | |  | | |
| **School:** |  | | **Year / Class:** | | | | |  | | |
| **Name of Person Making this Record:** |  | | **Role of person Making this Record:** | | | | |  | | |
| **Date of Concern:** |  | | **Time of Concern:** | | | | |  | | |
| **Nature of concern, attach additional sheets if necessary** | | | | | | | | | | |
| **Concern reported to (name and designation):** | |  | | | | | | | | |
| **Part 2:** | |  | | | | | | | | |
| **CPC to complete - Nature of concern made:** | | **Child Protection** | | |  | | **Wellbeing** | |  | |
| **CPC to complete - have previous records been made for this pupil? Please check back records.** | | **Yes/No** | | |  | | | | | |
| **State which school staff (designation) and / or agency (s) info is shared with** | |  | | | | | | | | |
| **Time & date information shared** | |  | | | | | | | | |
| **Response Received From  agency (s):** | | **State which agency (s):** | |  | |  | | | |  |
| **Time & date response received:** | | | |  | |  | | | |  |
| **Action Taken** | | | | | | | | | | **Confirmed** |
|  | | | | | | | | | |  |

Feb 2023