



Black Country Junior Academy Centre (BCJAC)



SAFEGUARDING REFERRAL FORM *BLACK COUNTRY JUNIOR ACADEMY CENTRE*

Your club/organisation's name

--

Your details

First name:	Surname:	Position in club/organisation:

Home address:
POST CODE:

Daytime phone number:	Evening phone number:	Email address:

Young person's details

First name:	Surname:	Parent/legal guardian's name:

Date of birth:	Male or female:

Home address:
POST CODE:



Black Country Junior Academy Centre (BCJAC)



Are you reporting your concerns or passing on those of somebody else? (please give details)

Please give a brief description of what has prompted these concerns

Please include dates, times, venue etc of any specific incidents

Have you spoken to the young person(s)?

If so, please give details of what was said and when

Have you spoken to the parent/carer of the young person(s) involved?

If so, please give details of what was said and when

What is the relationship between the young person and the accused?



Black Country Junior Academy Centre (BCJAC)



Action taken so far

Please continue on a separate sheet if necessary

External agencies contacted so far

Organisation	Y/N	If yes, which?	Name & Number	Date & Time	Details of advice rec'd
England Hockey					
Police					
Children's Social Care Dept (Social Services)					
Other (e.g. NSPCC)					

Signed:		Print Name:	
Date:			

Remember to maintain confidentiality on a need to know basis. Only disclose information if it will protect the child. Do not discuss this incident with anyone other than those who need to know.

THIS FORM SHOULD BE RETURNED TO:

(Please mark your envelope CONFIDENTIAL)

England Hockey Child Welfare Officer,
England Hockey, National Hockey Stadium,
Silbury Boulevard, Milton Keynes, MK9 1HA