**Concern Form**

*The Cathedral Church of St Mary the Virgin, Blackburn*

### Form: CF VA

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| **Concern form in respect of Vulnerable Adults****Information record relating to concerns of abuse or maltreatment** |
| **1. Details of the person about whom the concern has been raised** |
| Name:Gender :Age / DOB:Ethnicity:Address:Contact detailsParent /carer details if under 18 (name / address / phone number)Communication and access needs? |
| **2. Details of the abuse or neglect that may be taking place** |
| The concernPlease include:Date and time of the observation, discussion or disclosure:How it came to light:The exact words of the person:Its impact on the person:The names of any other persons present at the time:The person’s wishes in relation to the abuse / neglect:The setting / occasion(s) where / when it took place:The alleged perpetrator(s), full name, address and date of birth (if known)Any witness(es): |
| **3. Action taken** |
| Please include:What action was taken and why (rationale)?Discussions with the Safeguarding Co-ordinator:Who was contacted? (For support / advice / to report) |
| **4. Your details** |
| Name of person making record:Date:Role:Signature: |
| **This information should be passed on verbally, initially by contacting Stewart Hopkinson, the Vulnerable Adults Safeguarding Co-ordinator on 07515652776** **or by email to** **SafeguardingAdult@blackburncathedral.co.uk****Upon completion this form must be sent immediately to Stewart Hopkinson or the Dean via a member of the Cathedral Clergy or a Church Warden in an envelope marked SAFEGUARDING.** |

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| *This confidential record will be stored securely in accordance with the terms of the Data Protection Act 1998* |