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For advice and guidance on whether a referral is needed, in the first instance contact the Duty Diocesan Safeguarding Advisor (DSA), on 0207 932 1224 during office hours Monday-Friday 9-5pm. Between the hours of 5pm and midnight, please contact 31:8 on 0303 003 1111, option 2.

**If you have immediate concerns about someone’s safety, please contact the police or your local authority Children or Adult Social Care Services.**

Once completed, please submit this form to safeguarding@london.anglican.org and a DSA will review it and prioritize according to risk and urgency.

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| **Concern form****Information record relating to concerns of abuse, harm, or neglect.****Parish name:**  |
| **The person/s you are concerned about** | Name:Are they a complainant/victim/survivor/respondent (please delete as appropriate)Gender: Age / DOB:Ethnicity:Address:Contact details:Parent /carer details if under 18 (name / address / phone number):Communication and access needs: |
| **Details of what has or is happening**(Please continue on a separate sheet if necessary)**Details of what has or is happening**(continued) | The concern:How it came to light:Impact on the person:The person’s wishes:Are there any critical mental health issues: Yes/NoDoes anyone remain at risk for any reason? Yes/No Please give details if yes:Location / Time / Date of concern:Name, address and date of birth (if known) of anyone you suspect of causing harm, neglect or abuse:Any witness(es): |
| **Actions** | What action was taken and who has been informed? |
| Have any statutory agencies been informed e.g. police, social care or health? Yes / NoIf yes, which one(s)? |
|  | **Form completed by:**Name:Mobile phone no:Email address:Date:Role:Signature (electronic): |

**Please make sure you have included the parish name and a contact number, preferably a mobile.**