



Freedom Church Reporting Form

Use this form is to record any incidents, accidents or near misses, from any part of the activities of Freedom Church.

Was this an actual incident, a "near miss" or a Safeguarding Concern? Tick one:

- Actual Incident Near Miss Safeguarding Concern

What department of Freedom Church did this take place in?

- Freedom Kids Freedom Youth Freedom Centre Other: _____

Who was involved? (Provide name and role)

When did it happen? (Provide date and time)

What happened? (Provide a brief description of the incident/near-miss/concern)

What action has been taken already? (e.g. parent contacted, First Aid given, danger removed, etc).

Has a Parent/Guardian been informed?

- Yes No Not Under 18 Years Old

Who completed this form?

When was this form completed?

Signature(s): (Get all "involved" people to sign as appropriate)

Please submit this form to Phil Carter (Safeguarding Lead) as soon as practicable. If you would prefer to submit this form electronically then email a photo of this form to phil@freedomchurch.uk