



# Aghaderg GAC & Ballyvarley HC



## Aghaderg GAC & Ballyvarley HC Child Protection Procedures

### Appendix 1 INCIDENT FORM

Club or Agency:	
<b>Your name:</b>	
Your position:	
Child's name:	
Child's address:	
Parents/carers names and address:	
School:	
Child's date of birth:	
Date and time of any incident:	
Your observations:	
Exactly what the child said and what you said: (Remember, do not lead the child – record actual details. Continue on separate if necessary)	
<i>Designated Officer Informed to complete as below</i>	
Action taken so far:	
External agencies contacted (date & time)	
<b>Police</b> /no	If yes – which: Name and contact number: Details of advice received:



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These brief guidelines should be read in conjunction with the following:

**Appendix 2 if the concern is about the behaviour of a member of Aghaderg GAC & Ballyvarley HC Appendix 3 if concern is about possible abuse outside the organisation.**



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<b>Social services</b> / no	If yes – which: Name and contact number: Details of advice received:
<b>Governing Body</b> yes/	
Local Council/Education Dept no (If appropriate)	If yes – which: Name and contact number: Details of advice received:
<b>Other</b> (e.g. NSPCC) NO	Which: Name and contact number: Details of advice received:
Signature:	
Print name:	
Date:	

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

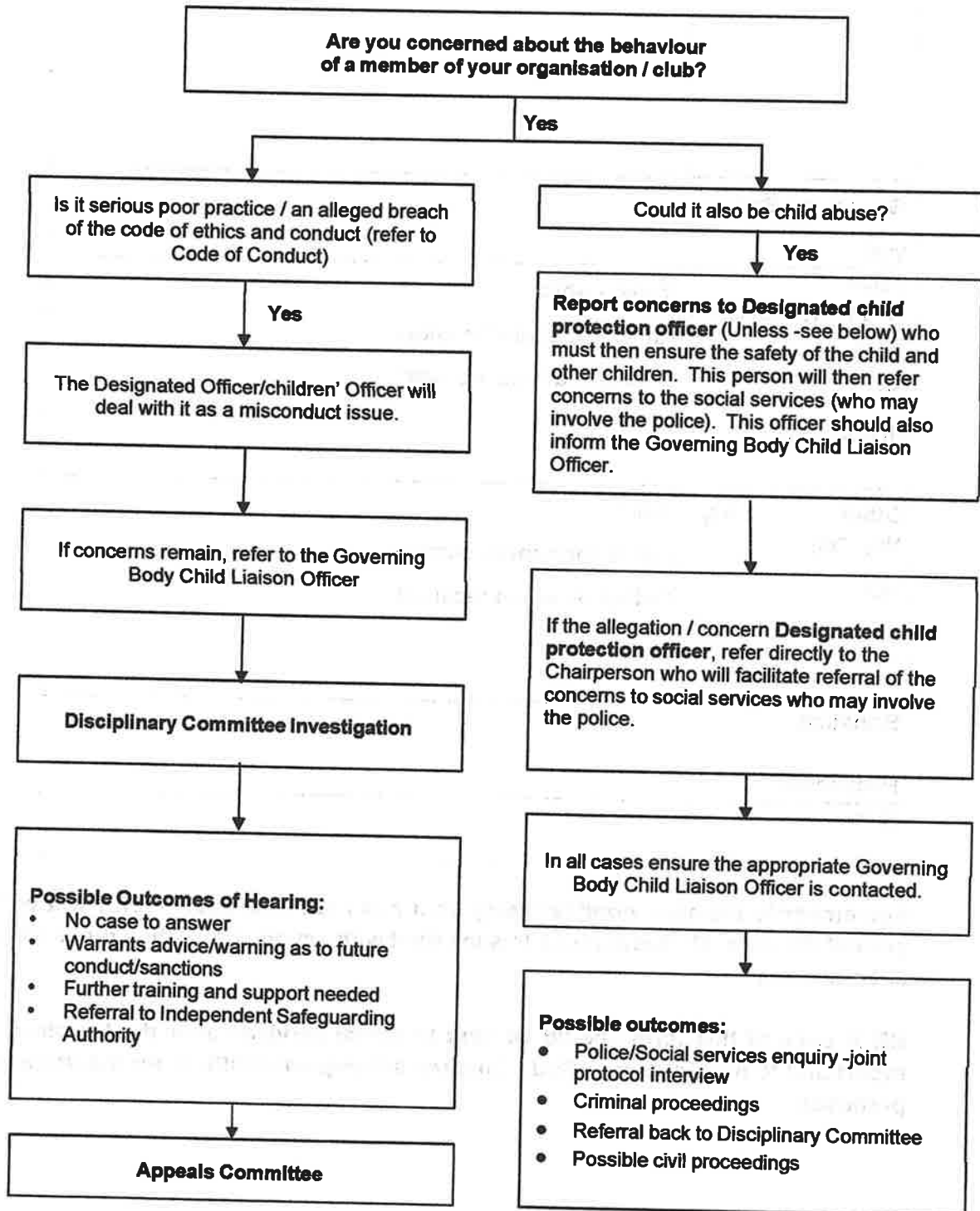
**NB A copy of this form should be sent to social services after the telephone report and to the Governing Body Children's/Designated Officer for monitoring purposes.**



# Aghaderg GAC & Ballyvarley HC



## APPENDIX 2 Child Protection Procedures REPORTING PROCEDURES RELATING TO BEHAVIOUR OF A MEMBER/VOLUNTEER OF BREDAGH GAC



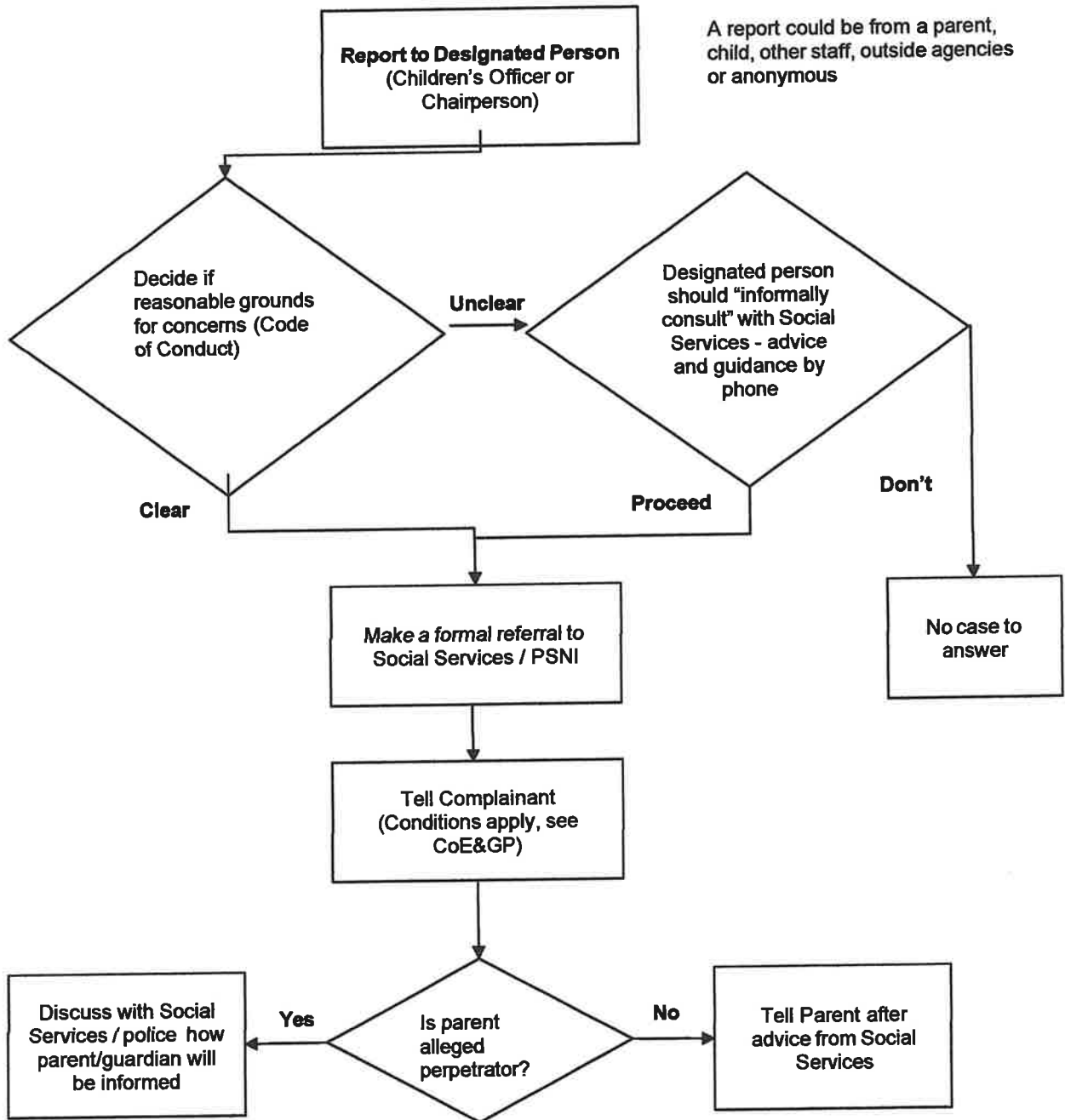


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## APPENDIX 3 Child Protection Procedures

### REPORTING PROCEDURES IF CONCERN ABOUT BEHAVIOUR EXTERNAL TO THE CLUB





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If you do not know who to turn to for advice or are worried about sharing your concerns with a senior colleague, you should contact the Social Services direct (or the NSPCC on 0808 800 5000 or Childline on 0800 1111).

