

Redeemer Incident LOG - Safeguarding

The following information should be completed by the team leader in case of safeguarding related issues.

Please fill in the questions below as completely as possible.

Location the incident occurred: _____

Time of Incident: _____

Date of Incident: / /

Person(s) Involved in Incident:

Others Observing Incident:

Give a brief description of the incident/accident (including who did what to whom):

Was the incident reported to:

- The IVP – Ann Twene. Yes/NO
- Other

leaders: _____

- Police

By whom was the incident reported:

Please indicate the condition of the affected person in the incident:

Please indicate what actions have been taken and what further actions need to be taken.

Please ensure that you report this log form to your team leader and to a senior member of staff.

Signature: _____

Please print name: _____

Phone #: _____