
	<p><b>IPSWICH RFC Y&amp;J</b></p> <p><b>CHILD SAFEGUARDING</b></p> <p><b>INCIDENT REPORT</b></p>	
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<p><b>Age Group of child:</b></p>	<p><b>Child's Name:</b></p>
<p><b>Date:</b></p>	<p><b>Your Name:</b></p>
<p><b>Your club:</b></p>	<p><b>Position in club:</b></p>
<p><b>Your contact details:</b></p>	
<p><b>Name and Contact Details of Person you have concerns regarding:</b></p>	
<p><b>Details of Concern/Conversation (please remain factual/observational not subjective):</b></p>	

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

**Has the Club Child Welfare Officer been contacted/informed? Yes / No**

**Details of any person/s you have contacted with regards to this concern/observation (please include name/address/email and telephone details):**

I confirm that information contained in this document is a true and honest account as described by me

**Print Name:**

**Signature:**

**Date:**

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

**Has the Club Child Welfare Officer been contacted/informed? Yes / No**