The Regent College, Abuja



Setting:	Date				
Staff member's name:					
Child's name:	DOB				
Concern					
What prompted this record? (Please include dates, times, incidents, behaviours, what the child said)					
Remember to record any questions that you asked (do not ask leading questions, if you need more fact or detail think of T.E.D "Tell me" "Explain to me" "Describe to me")					
Background					
Additional relevant information that relates to the child or family					
Does the concern fall into one of the following categories?					

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Neglect Emotional Abuse FGM Peer on peer		Sexual Abuse CSE Forced marriage Radicalisation		Physical Abuse Honour based violence Online/sexting Domestic abuse	
PRINT(Member of staff)		for children p	nember of staff		
SIGNED (Member of staff)		SIGNED (Designated member of staff for children protection)			
Actions by design	ated lead:				
Outcome:					