



## Form: Details of Child Protection Matter that has not been Reported to the NSW Police

This form should be filled out by Parish Priests (or Administrators) and Agency Heads in respect of all Child protection matters that have not been reported to the NSW Police but are required to be reported to the Safeguarding Office under **Flowchart: Reporting Child Protection Concerns**.

If any additional documents come to hand after the form has been provided to the Safeguarding Office, these should be sent separately.

### A. Parish/Agency details

Name of Parish/Agency \_\_\_\_\_

Name of person completing this form \_\_\_\_\_

Position of person completing this form \_\_\_\_\_

### B. Details of Child protection matter

Name of person who raised the matter \_\_\_\_\_

Date the matter was raised \_\_\_\_\_

Name of alleged victim\* \_\_\_\_\_

Name of alleged offender \_\_\_\_\_

Brief details of the matter

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**\*Note:** if the alleged victim has requested their details be kept confidential, you do not need to record them here.

**Attach all documents created in relation to the matter.**

Signature \_\_\_\_\_

Date \_\_\_\_\_