



Hombu Dojo Karate International Great Britain

Child Report Form

| Section 1 – Details of child (you have concerns about) | |
|--|---------------|
| Name of child | |
| Address | |
| Date of Birth/ Age | |
| Contact number | |
| Emergency contact if known | |
| Consent to share information with emergency contact? | |
| Section 2 – Details of the person completing this form/ Your details | |
| Name | |
| Contact phone number(s) | |
| Email address | |
| Name of organisation / club | |
| Your Role in organisation | |
| Section 3 – Details of concern | |
| Please explain why you are concerned. Please give details about what you have seen/been told/other that makes you believe the child is at risk of harm or is being abused or neglected (include dates/times/evidence from records/photos etc.) | |
| Date/ Time | What happened |
| | |
| | |



| | |
|--|--|
| | |
| | |
| | |
| Section 5 – Details of the person thought to be causing harm (if known) | |
| Name | |
| Address | |
| Date of Birth/Age | |
| Relationship/connection to adult | |
| Role in organisation | |
| Do they have contact with other children at risk in another capacity? E.g. in their work/family/as a volunteer | |
| Section 6 - Have you discussed your concerns with the child/parent/guardian? What are their views, What have they stated about what they want to happen and what outcomes they want? | |
| | |
| Section 6A – Reasons for not discussing with the child/parent/guardian | |
| Discussion would put the child or others at risk. Please explain: | |
| Child appears to lack mental capacity. Please explain: | |
| Child unable to communicate their views. Please explain: | |
| Section 7 – Risk to others | |



Are any other children at risk Yes/No/Not known – delete as appropriate

If yes, please fill in another form answering questions 1-6

Section 8 – What action have you taken if any /agreed with the adult to reduce the risks?

Actions by club: e.g. person causing harm suspended, session times changed.

Section 9: Other agencies contacted

Who contacted/reference number/contact details/advice gained/action being taken

Police

Ambulance

Other – please state who and why:

Section 10: Contact with Welfare Officer/others within the club

Who else has been informed of this issue? – and what was the reason for information sharing

Consultation with Senior Safeguarding Officer

Dates and times

| |
|--|
| |
| |
| |

| |
|--|
| |
| |
| |

Completed Form copied to Senior Safeguarding Officer; Date and time

Signed:

Date:

OFFICE USE ONLY

Section 11 – Sharing the concerns (To be completed by Senior Safeguarding Officer)



Details of your contact with the child/parent/guardian at risk of harm. Have they consented to information being shared outside of HDKI GB?

Details of contact with the Local Authority Safeguarding Team/MASH where the child at risk of harm lives – advice can be still sought without giving personal details if you do not have consent for a referral.

Details of any other agencies contacted:

Details of the outcome of this concern: