**SAFEGUARDING GENERIC ENQUIRY FORM**

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| **Please complete this form when you want to**: | Tick as appropriate |
| * request advice in respect of a generic non-urgent safeguarding matter |  |
| * enquire or seek advice about safeguarding training/DBS or other safeguarding policy and practice issues |  |
| **Safeguarding concerns or incidents should be sent to the District Team within 24 hours of receiving the initial information on the Safeguarding Notification and Referral form** |  |

Please retain a copy for your records and send the completed form to: [safeguarding@northamptonmethodistdistrict.org.uk](mailto:safeguarding@northamptonmethodistdistrict.org.uk)

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| **Section 1 - Details of the person completing this enquiry** | | | | |
| **Name** |  | | | |
| **Address** |  | | | |
| **Tel no:** |  | **Email:** |  | |
| **Role in the church** |  | | | |
| **Church** |  | **Circuit** | |  |
| **Date of this enquiry/notification** | |  | | |

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| **Section 2 - Details of enquiry in relation to a non-urgent safeguarding or training enquiry** |
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| **Section 3 *- To be completed by the District Safeguarding Officer*** | |
| **Outcome and response to the enquiry/consultation with the District Safeguarding Team** | |
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| **Further actions required by whom and by when:** | |
|  | |
| **District Safeguarding Officer** |  |
| **Date of response** |  |
| **Date form returned to referrer** |  |