





# Gordonbrock Primary School

## Child Protection Monitoring Record Sheet - GREEN

**2022/23**

Sheet No:

Please record early and ongoing monitoring concerns on this sheet.

<u>Child's full name:</u>	<u>D.O.B:</u>	<u>Class:</u>
		<u>Class teacher's name:</u>

Please **inform the person with parental responsibility** if you have any of the following concerns and **record their response**. If your concerns have not been addressed after a reminder and persist, please discuss with the Designated Safeguarding Lead(DSL) or Deputy Designated Safeguarding Leads (DDSL) in order for further action to be taken.

1	Child is dirty/smells/appears uncared for.	2	Child is persistently inappropriately dressed.
3	Child is repeatedly hungry or is not provided with an appropriate breakfast/ lunch.	4	Child is distressed/highly emotive/appears depressed/withdrawn/erratic in their behaviour.
5	Concerns over attendance/patterns of inattendance.	6	Child frequently complains of aches/pains/tummy aches.
7	Child falls asleep in school regularly.	8	Other - please further explain below.
<u>Date:</u>	<u>Concern/s raised 1-8:</u>	<u>Comments: Initial/sign at the end of your last written word.</u>	<u>Action/s you've taken to address this concern(including conversations)</u>



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## e-Safety incident Record Sheet - WHITE

These are highly confidential and sensitive legal documents.

**They are not to be shared with ANYONE other than the Designated Safeguarding Lead (DSL) and Deputy Designated Safeguarding Leads (DDSL).**

<u>Date and time of incident:</u>	<u>Name of child/ staff member</u> <i>(delete as appropriate)</i>	<u>Child's D.O.B.</u>
<u>Your name:</u>	<u>Your role:</u>	<u>Reported to:</u>

Please tick as appropriate:

<input type="checkbox"/> An inappropriate website/material has been accessed <u>unintentionally</u> by a child/staff member <i>(delete as appropriate)</i>	<input type="checkbox"/> An inappropriate website/material is accessed <u>intentionally</u> by a child/ staff member <i>(delete as appropriate)</i>
<input type="checkbox"/> A bullying incident has occurred through email or mobile phone technology	<input type="checkbox"/> School equipment has been used inappropriately by a child/staff member <i>(delete as appropriate)</i>
Location and identification number of computer/laptop/device if known:	

**Incident/disclosure details:**

Describe exactly what happened/was said. Record the child's actual words. Record all witness names. **Action/s you've taken to address this concern(including conversations) Initial/sign at the end of your last written word.**

Monitoring <input type="checkbox"/>	Urgent <input type="checkbox"/>
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### **Record of Review**

Name of first reviewing person:	Name of second reviewing person:
Position:	Position:
Signature:	Signature:
Name and location of computer used to review (for inappropriate websites)	
Date and time:	
Actions Taken:	