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| Safeguarding Record of Allegation Against a Company Staff Member | A picture containing drawing, shirt  Description automatically generated |

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| **TO BE COMPLETED BY PERSON RAISING THE CONCERN** | |
| Date concern is being raised: |  |
| **Details of person raising the concern** | |
| Your name: |  |
| Your position: |  |
| **Nature of the allegation(s)** | |
| Details of the Allegation(s): |  |
| **Details of person alleged to be inflicting abuse** | |
| Company Staff Member(s) Names: |  |
| **TO BE COMPLETED BY CHIEF EXECUTIVE OFFICER OR TRUSTEE** | |
| Your name: |  |
| Your position: |  |
| Local Authority Area: |  |
| Date sent to Local Area Designated Officer (LADO) at identified Local Authority: |  |