



Keeping Safeguarding Records of Child Protection and Welfare Concerns

Appendix A

FRONT SHEET FOR WELFARE CONCERNS/CHILD PROTECTION FILE

Date file started	01-01-2017			
Child's name (in full)	Annie Apple		Date of birth	01-01-2010
Any other name/s by which the child is known	None			
Home address	1 Cherry Tree Lane Anytown		Current address (if different)	
Home telephone number	010101010101		Current telephone number (if different)	
FAMILY MEMBERS: PARENTS, STEP-PARENTS, CARERS				
Name	Relationship to child	Address	Parental responsibility for child?	
Belinda Apple	Mother	1 Cherry Tree Lane Anytown	☒ Yes ☐ No	
Carl Apple	Father	1 Cherry Tree Lane Anytown	☒ Yes ☐ No	
			☐ Yes ☐ No	
			☐ Yes ☐ No	
FAMILY MEMBERS: SIBLINGS				
Name	Address		Educational establishment	
None				
Are records held in the establishment relating to other connected children?	☐ Yes ☒ No	If yes, which files are relevant?		
CONTACT DETAILS OF OTHER PROFESSIONALS				
Name	Agency/Role	Contact details (address and telephone)	Start date	End date

Betty Smith	Social worker	SPOA - <i>Children's Social Care</i> Tel: 020202020202	11-01-17	
Legal Orders	Add type and start date			
Contact arrangements and restrictions to contact	Provide details any contact arrangements and who is involved 11-01-17 Mr Apple is not to collect Annie from school as advised by Children Social care today and should not be living in the family home whilst assessment completed. CS to advise if this changes.			
Details of plans relating to the child Type e.g. CP Plan Family Support Plan	Start date	End date	Category	