

Safeguarding Low Level Concern Form

Please complete this form if you have any concerns about behaviour which is inconsistent with the staff code of conduct, including inappropriate conduct outside of work; and does not meet the allegations threshold or is otherwise not considered serious enough to consider a referral to the LADO (please refer to the Safeguarding and Child Protection Policy and Safeguarding Low Level Concerns Policy for further information). Please email directly to Laura.Martin@aspire.school or leave in a sealed envelope on the Executive Headteacher's desk, or email to the Chair of Governors peter.hilton01@aspire.school, should concerns relate directly to the Executive Headteacher.

This form can be used to report concerns about a staff member, supply teacher, volunteers or contractors.

Questions marked with * must be answered as fully as possible.

Your name (optional): _____

Your email address (optional): _____

Your role (optional): _____

Date and time of completing this form*: _____

Name of the person you are reporting about*: _____

Their role *: _____

Your relationship to the person you are reporting about*: _____

Details about your concern

Please include as much detail as possible. Think about the following: What behaviour and/or incident are you reporting? What exactly happened? Why does the behaviour and/or incident worry you? Why do you believe the behaviour and/or incident is not consistent with our Staff Code of Conduct?

Information about your concern*: _____

Details of any children or young people involved (names)*: _____

Are you willing to meet with the Executive Headteacher and/or DSL to discuss your concerns?*

Yes No

Please state any other information that you feel is relevant to the processing of this concern.*
