

## Safe and Inclusive Tennis – Reporting a Concern Form

For recording concerns about a child or adult that involve physical/sexual/emotional/financial abuse, bullying, neglect or discrimination. **If someone is in immediate danger, call the police on 999.**

Please complete the form (electronically or print and use black ink) within 24 hours and return to the Safe and Inclusive Tennis Team at [safeandinclusive@lta.org.uk](mailto:safeandinclusive@lta.org.uk) within 48 hours of the concern.

<b>Date concern raised:</b>		<b>Today's date:</b>	
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### Section 1) Details of those involved in concern

	Your details	Welfare Officer / Referee (if different)
<b>Name</b>		
<b>Name of venue based at</b>		
<b>Role at venue (if applicable)</b>		
<b>Contact details (including address)</b>		

	Person you are concerned about	Alleged perpetrator
<b>Name</b>		
<b>Date of birth (if known)</b>		
<b>Name of venue based at</b>		

<b>Role at venue (if applicable)</b>		
<b>Contact details (including address)</b>		

<b>Is the Welfare Officer/Referee aware of the concern? (please delete)</b>	
Yes	No

**Section 2) Details of the concern**

<p><b>What happened?</b></p> <p><i>Please include:</i></p> <ul style="list-style-type: none"> <li>• <i>When</i></li> <li>• <i>Where</i></li> <li>• <i>Who told you about the concern</i></li> <li>• <i>Who was involved</i></li> <li>• <i>Any visible injuries?</i></li> </ul>	
<p><b>Additional comments</b></p> <p>Is there any other information which you think is relevant to the concern?</p>	

