

**NGCE Safeguarding
Designated Safeguarding Officer (DSO)
Response and Action**

Name of vulnerable adult / child	
Address	
Contact number	
Parent/ Carer details	
Contact number	
Initial Referral to DSO made by – Name	Date
Details of action taken and any onward referrals –	
Who has been consulted?	
Services referred to -	
Date	
Additional notes	
DSO Name (PRINT)	
DSO Signature	
Date	

