**OPTIONAL TEMPLATE A:**

**Child Protection – Record of how the allegation and/or concern came to be known to the DLP and record of DLP’s phone call seeking advice of Tusla *(Sections 5.1.1 and 5.3.3)***

**Part A – Record of how the concern came to be known to the DLP**

|  |  |  |  |
| --- | --- | --- | --- |
| Date: |  | Name of child: |  |
| DLP’s record of how the concern came to be known to the DLP: | | | |
|  | | | |
| Signed by DLP: |  | Date: |  |

**Part B – Record of DLP’s phone call seeking the advice of Tusla (where relevant)**

|  |  |  |  |
| --- | --- | --- | --- |
| Date: |  | Time: |  |
| Name of Social Worker, title and contact details: |  | | |
| Details of information provided to the Tusla Social Worker in respect of the concern (including whether or not any identifying details were provided): | | | |
|  | | | |
| Advice provided by Tusla in relation to whether or not to report the concern or whether or not to report the concern as a mandated report: | | | |
|  | | | |
| Any other information or advice provided by Tusla: | | | |
|  | | | |
| Signed by DLP: |  | Date: |  |
| Signed by member of school personnel (where applicable) |  | Date: |  |