 **South Yorkshire Police Partnership CSE**

 **Information record**

**Please note** : This is not a referral form to use if you are worried or have concerns that a child is at risk of significant harm.

If the child is in immediate danger **contact the police on 999** (in an emergency)

If the child is not in immediate danger but you believe a crime may have been committed then **call the Police on101**

Key questions should always be asked of the information source to ensure we can apply the correct grading.

|  |  |
| --- | --- |
| **Your name:** |  |
| **Date of birth:**  |  |
| **Job Title:** |  |
| **Address:** |  |
| **Telephone number:** |  |

|  |  |
| --- | --- |
| **Name of source:** |  |
| **Date of birth:** |  |
| **Address:** |  |
| **Telephone number:** |  |

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| --- |
| **Information: (Please include names, dates of birth, ages, descriptions, locations and vehicles if known)** |
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| How does this person know this information? |
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| Did they see something first hand/hear something first hand? |
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| What were the circumstances? |
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| Is the information second hand ie has someone told them? |
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| Who has told them and how did this person know the information? |
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| When did they first know the information to be correct?/How old is the information? |
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| Who else knows the information? |
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| Was anyone else present when the information source saw/heard/was told the information? |
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| --- |
| Do other people know the same information? |
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| --- |
| Is the source willing to speak to Police? |
|  |

Please email completed form to the following email addresses (The email address is only monitored 7am – 6pm)

**Sheffield.intelligence@southyorks.pnn.police.uk**

**Rotherham.intelligence@southyorks.pnn.police.uk**

**Barnsley.intelligence@southyorks.pnn.police.uk**

**Doncaster.intelligence@southyorks.pnn.police.uk**