

Preparing for Safeguarding Meetings



We have produced this leaflet to help you to prepare for a meeting that is organised as part of a Safeguarding Enquiry.

Please remember that you can ask someone to come and support you if you would like them to.

The Investigating Officer for the Enquiry should either:

- Give you the information to fill the first page in if you don't have it already
- Fill the first page for you if you are unable to do so yourself

Date of meeting	
Time of meeting	
Where the meeting will take place	
Who to ask for when you arrive	

The following people have been invited to the meeting:

Name	Who they are

The things I want to say are:

The questions I want to ask are:

My notes of the meeting:

Further information:

Please use the following link to view other leaflets on our website: bit.ly/SSABLeaflets

