 [](https://www.bing.com/images/search?view=detailV2&ccid=IFqvihoC&id=48C921CD5706140628CA5A2D4D79F1FDD8D16B03&thid=OIP.IFqvihoCg7q23AcZt8g64gHaDt&mediaurl=http://www.melonfarmers.co.uk/images/logo_shropshire_council.jpg&exph=142&expw=283&q=shropshire+council+logo&simid=607986717672736503&selectedIndex=5)

**Op Encompass** Record of referral

|  |  |
| --- | --- |
| **Today’s date** |  |
| **SCHOOL**: |  |
| Child’s name and DoB: |  |
| **Date** of **incident:** |  |
| Police reference number |  |

\*\*\* Please note that schools are still expected to follow the usual Shropshire Safeguarding reporting procedures via **F.P.O.C**. alongside OE notifications. \*\*\*

This form is **not** a replacement for the process outlined above.

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| Additional information: |
| *.*  There is **no** expectation to reply to this OE alert ***UNLESS*** you have *relevant* information to share within the daily Domestic Abuse Triage.  If this is the case, please email [**compass.referrals@shropshire.gov.uk**](mailto:compass.referrals@shropshire.gov.uk) with an email title of “**FAO** **Domestic Abuse Triage”** by **10.45am.**  Please **DO NOT send this** **information to the Domestic Abuse Education Coordinator** |
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| *For school use* Comments for DA Triage.  Email to [compass.referrals@shropshire.gov.uk](mailto:compass.referrals@shropshire.gov.uk) |
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| Completed by Date: |