**Hong Kong Sheng Kung Hui**

**Safeguarding Policy**

**Final Investigation Report**

(CONFIDENTIAL WHEN COMPLETED)

 (To be filled out by the Incident Team)

Name of Complainant:

Name of (alleged) perpetrator:

When (alleged) misconduct occurred:

Where (alleged) misconduct occurred:

When the complaint was made:

Members of Incident Team (and their positions in the parish):

Was the suspicion confirmed?

Nature of the (alleged) misconduct:

🞎 Sexual misconduct 🞎 Sexual assault

🞎 Sexual harassment 🞎 Sexual exploitation

🞎 Bullying 🞎 Neglect or abuse of a child

🞎 Other (please specify):

Brief description of the (alleged) misconduct:

Please describe the further investigation and follow up actions after the Initial Report was filed, including any evidence obtained:

Response of the (alleged) perpetrator, if any:

Any significant factual disputes:

Finding of facts:

Was contact with any external body made?

Please describe the consultation made with external authority/agency: (if any)

Type of external authority/agency: Clinical psychologist / Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please describe the pastoral care/support provided for the people involved in the case:

Any other pertinent information:

Outcome of investigation:

🞎 Confirmation of sexual misconduct

🞎 Confirmation of physical and emotional abuse

🞎 Confirmation of inappropriate behaviour

🞎 False Accusation

🞎 Allegation not amount to misconduct or abuse

🞎 Unclear outcome

🞎 External investigation recommended

🞎 Other (please specify)

Decision and Follow-up Action based on the outcome of investigation:

Vicar of the Parish:

Signature: Date:

Parish Safeguarding Officer:

Signature: Date: