

Report of Concern to Oranga Tamariki – Ministry for Children

**If you believe a child is in immediate danger or in a life-threatening situation, contact
NZ Police immediately by dialling 111.**

Phone:	0508 326 459 (0508 FAMILY)
Email:	contact@ot.govt.nz

Oranga Tamariki prefer you speak to a social worker at the National Contact Centre by phoning 0508 326 459, so you can discuss your concerns and answer any questions. The social worker may have to help inform their decision about the next step. If you as a member of the public or your agency requires a written referral, please send a copy of this document.

Wherever possible, Oranga Tamariki will work with you and will endeavour to make contact with you prior to visiting the whānau. Please highlight this in your Report of Concern if you want this to happen.

Please include as much information as possible. This form may ask for information you do not have – that’s okay. For these please write “not known/not applicable”.

You will receive an auto-reply message once you email through this completed template to contact@ot.govt.nz to advise you it has been received. If you do not receive one within ten minutes call 0508 326 459 to confirm it has been received.

Your Details

Please advise if you are making this report in confidence, or you wish to remain anonymous

Coincidental (Details will not be made known to the family)

Anonymous (You do not wish to provide your details)

Reasons (optional):

Date:	
Your name and role:	
Your email address:	
Your contact phone number(s):	
Your after-hours contact phone number: <i>For emergency situations only</i>	
Your postal address:	
Your organisation: <i>For professionals only</i>	

Key Information

Please enter information below for all the children and young people in the whānau that you are concerned about, including their siblings. Cut and paste boxes for additional tamariki.

Child's name:	
Also known as:	
Date of birth: <i>Or expected due date</i>	
Unique identifier: <i>E.g. NHI, NSN</i>	
Gender:	
Child's address: <i>This is essential information to enable the Oranga Tamariki contact centre to refer the case to</i>	

<i>the appropriate Oranga Tamariki site</i>	
Ethnicity: <i>Include Iwi / Pacific Island affiliation, if known</i>	
Early Childhood Education / School: <i>Please include contact person and phone number</i>	

Primary carer's name:	
Primary carer's contact details:	
Relationship to child:	

Mother's name:	
Mother's AKAs:	
Mother's date of birth: <i>Approximate age</i>	
Mother's current address:	
Mother's contact details:	
Ethnicity or primary language spoken:	

Father's name:	
Father's AKAs:	
Father's date of birth: <i>Approximate age</i>	
Father's current address:	
Father's contact details:	
Ethnicity or primary language spoken:	

Who else is living in the home: <i>Names and ages</i>	
Other people (including whānau, professionals, agencies, friends) involved in the care of the child or young person: <i>Please include name, relationship to the child, address, and contact phone number for each</i>	

Reason for Referral

Please describe what your worries and concerns are for this child or young person, this group of children and their whānau:

What is your main concern for this child or young person?	
<u>Describe</u> what you are observing, what you have heard, or what you have been told: <i>Rather than using general terms such as "emotional abuse"</i>	
<u>Note in the child or young person's words</u> anything they may have said to concern you: <i>When did they say it and to whom?</i>	
<u>Make note of how recent and frequent</u> any specific incidents or events are: <i>Explain who, what, when, how?</i>	

<p><u>Describe any other issues that could be impacting on the child or young person:</u> <i>E.g. family violence, chronic ill health, disabilities, mental illness, substance misuse, lack of support, truancy, behavioural, family stress, transience, criminal history, non-engagement / avoidance of services and describe how this has affected the child or young person?</i></p>	
<p><u>Source of the information:</u> <i>E.g. observed directly or name and contact details</i></p>	
<p>Have you informed the whānau that your concern is being reported to Oranga Tamariki? What was their response?</p>	
<p>Where is the child or young person now? <i>E.g. school, hospital, home</i></p>	
<p>What is in place to support the whānau and keep the children or young person safe currently? <i>Services and agencies providing support, family and friends visiting, people providing care for the children</i></p>	

What happens next?

A social worker at the National Contact Centre will read your report of concern and make a decision as to the next best step to ensure the safety of the children or young people in this whānau.

They may need to talk to you to clarify some information to help them make the best decision for these children or young people. Please ensure you are available to be phoned by the social worker.