



OBAN TENNIS & SQUASH CLUB

Case Review Matrix

Abstract

Working together to embrace difference and diversity and respect the rights of children and young people.

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14.6.22

PROCEDURES:

1. Were the relevant procedures followed?
2. If no, is there any reasonable explanation for this?
3. Were the timescales appropriate?
4. Do the procedures give adequate information about what to do?
5. If appropriate, was a referral made to Disclosure Scotland as require by law?

PEOPLE:

1. Were the right people involved?
2. Were the views of the child/family obtained?
3. Were those involved aware of the procedures?
4. Had the people involved been trained?
5. Where appropriate, were external organisations involved, for example, the Police or governing body of sport?

OUTCOMES:

1. Was the outcome appropriate in the case?
2. If no, why not?
3. Is there a need to take further action in this case?

RECORDING:

1. Were records kept?
2. Is the quality of the information recorded satisfactory?
3. Can the forms be improved?

