

Adult Camp Business Guide

Concern-response record

Add your details and work through this sheet with your team.

Camp / programme

Prepared by

Date

Record the report in the person's words, immediate safety needs, person receiving it, conflicts of interest, actions taken, qualified or emergency help contacted where needed, follow-up time, and outcome. Keep it private. Do not force public mediation or let a popular facilitator control a complaint about themselves.

Your notes and decisions

Our plan

Next steps

Who will do what, and by when?
