

INITIAL VISIT FORM

Name of organisation		
Name of contact		
Location		
Time:	Date:	Duration:

Organisation Background

History of the organisation, including experience and previous successes i.e. evidence of capacity to deliver against targets detailed in application

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Organisations Resources (including partnerships)

Detail of resources available to organisation, suitability and capacity to deliver against targets detailed in application

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Facilities

Tour of venue and physical facilities. Are they accessible, safe, and appropriate for the work proposed? What are the health and safety issues – and how are they addressed?

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Safeguarding/Child Protection

Assessment of safeguarding – organisations understanding of safeguarding issues, policies and procedures in place, facilities geared to promoting safeguarding

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Development Officers Summary

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