

# Corporate Safety Information System

**Flagging form: for schools only** (\* Required fields)

|  |  |  |  |
| --- | --- | --- | --- |
| **Address Details** | | | |
| **House number:** |  | **House name:** |  |
| **Street name (\*):** |  | **Locality (\*):** |  |
| **Town name:** | Bristol | **County name:** | Bristol |
| **Post code (\*):** |  | **UPRN (if known):** |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Incident Details** | | | | | | | | |
| **Incident type:**  **(tick one) (\*)** | **Physical violence -** |  | **Credible threat -** |  | **Dangerous pet -** |  | **Police notification -** |  |
| **Date of incident (\*):** |  | | | | | | | |
| **Incident**  **description (\*):**  **Include names, if known** |  | | | | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Notification and Sanctions** | | | |
| **A. Have you sent a notification letter? (\*)** | **YES** | **NO** | |
| **B. If yes, which one? (\*)** | **- Sanction** [(App I (i))](https://bristolcouncil.sharepoint.com/:w:/r/sites/HealthSafetyandWellbeing/Shared%20Documents/CSIS%20Sanction%20letter%20template.docx?d=w2e883ac117864175ab86d2ceae7843ec&csf=1&web=1&e=zHEQfh) |  |  |
|  | **- Standard** [(App I (ii))](https://bristolcouncil.sharepoint.com/:w:/r/sites/HealthSafetyandWellbeing/Shared%20Documents/CSIS%20sanction%20letter%20-%20standard.docx?d=w2ec923b2ccc84dda9a82ce77a6def502&csf=1&web=1&e=Wbnn9y) |  |  |
|  | **- Extreme** [(App I (iii))](https://bristolcouncil.sharepoint.com/:w:/r/sites/HealthSafetyandWellbeing/Shared%20Documents/CSIS%20sanction%20letter%20template%20-%20extreme.docx?d=w3f9db2b523bb44e6afec106599dbe523&csf=1&web=1&e=DZHFbt) |  |  |
| **C. If no, which exemption do you wish to apply? (\*)** | [UK GDPR 23(1) & (2](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Feur-lex.europa.eu%2Flegal-content%2FEN%2FTXT%2FPDF%2F%3Furi%3DCELEX%3A32016R0679&data=04%7C01%7C%7Cd2333128a2194bfa91b608d8c375c4fc%7C6378a7a50f214482aee0897eb7de331f%7C0%7C0%7C637474257868503800%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=VSMTCSL4pGOln8EY6zRQ6uyR2lFWVjTMaYdQmIWEjTo%3D&reserved=0)) Recital 73- [DPA 2018 Schedule 2](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.legislation.gov.uk%2Fukpga%2F2018%2F12%2Fschedule%2F2%2Fparagraph%2F3%2Fenacted&data=04%7C01%7C%7Cd2333128a2194bfa91b608d8c375c4fc%7C6378a7a50f214482aee0897eb7de331f%7C0%7C0%7C637474257868513786%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=%2B32RLruVzT%2BrAmzxxJ5Um4khsFWT66vuIvyCc13%2B6lM%3D&reserved=0) (Crime and taxation: risk assessment systems) – prevention or detection of crime | |  |
|  | - [DPA 2018 Schedule 2 Part 2 point 7](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.legislation.gov.uk%2Fukpga%2F2018%2F12%2Fschedule%2F2%2Fparagraph%2F7%2Fenacted&data=04%7C01%7C%7Cd2333128a2194bfa91b608d8c375c4fc%7C6378a7a50f214482aee0897eb7de331f%7C0%7C0%7C637474257868513786%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=2bFriePCooeobzK7D0beg328RD5%2FO8GlRNXWYLpfaYY%3D&reserved=0) (*Functions designed to protect the public etc)* - secure health, safety and welfare of persons at work | |  |
| **NB. A flag will only be added to the above address if either:**  **- Question A is answered YES and a copy of the notification is received (Question B), or**  **- Question A is answered NO and either DPA 2018 Sch 2 or Sch 2 Part 2 point 7 exemptions are applied (Question C).** | | | |
| **Please add this data to the Corporate Safety Information System.** | | | |
| **Reported by (\*)(print name) :** | | | |
| **Signed (\*) :** | **Email address (\*) :** | | |
| **Department (\*) :** | **Division (\*) :** | | |
| **Contact tel. number (\*) :** | **Date (\*) :** | | |

When complete email to [hr.corporatesafety@bristol.gov.uk](mailto:hr.corporatesafety@bristol.gov.uk) June 2022