

Session Recording Sheet

Context	
Activity Type	Activity
Date of Activity	Date
Location	Place
Staff / Volunteers Present (please include full names and roles)	Staff / Volunteers Present
Children / Young People Present (please include full names)	Activity

Session Recording
Recording Session Recording
Incidents of significance including concerns Incidents
Response / Action Taken Response

Recording Author	
Completed by	Name
Role	Role
Signature	
Date Form Completed	Date