

Appendix 2

Pastoral Visitor Contact Record

This template may be helpful in recording **significant contacts** by those offering support in Role Outline 2.

A significant contact is where it goes beyond basic greetings or arrangements for church activities. This could include discussion of personal circumstances, welfare or support considerations.

Name of pastoral visitor	
Church name	

Name of person visited	
Date of visit	
Venue	
Reason for the visit	
Necessary action, if any, and who it involves	
Date of next visit	

Further Information This may include information provided by the person being contacted/visited about themselves or others which is relevant to their wellbeing or engagement with the Church or any relevant information about their circumstances discussed during the contact.
Is the person aware of any actions proposed? Yes/No Have they given their consent for this action? Yes/No