

Template letter for request for evidence of child abuse from social services

Address of applicant.

E-mail address of applicant

Contact telephone number of applicant

To whom it may concern [delete and insert name of social worker if known],

I would like to request written confirmation that [insert child's name here] has been assessed in the last 24 months by social services as at risk or being a victim of abuse/has had a child protection plan in the last 24 months put in place to protect him/her from abuse by [insert perpetrator's name here].

This is needed as evidence of child abuse in order that I can access legal aid for a private children's case in accordance with the Legal Aid, Sentencing & Punishment of Offenders Act 2012. **I would therefore be grateful if this could be treated as a matter of urgency.** I would be grateful if you could send the information to *[state address where you wish this to be sent]*.

More information and guidance about the evidential requirements for legal aid can be found at (link TBC). This includes a template letter that you can use to reply.

Yours faithfully,

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