Statement taken by (print name):

Time and place statement taken:

RESTRICTED (when complete) Witness contact details Home address:. Home telephone No: Work telephone No: Mobile/Pager No: E-mail address:. Preferred means of contact (specify details): Best time of contact (specify details):. Male / Female Date and place of birth: Former name:.. ..Ethnicity Code (16 + 1)........ ...Religion / Belief (Specify... **DATES OF WITNESS NON-AVAILABILITY:** a) Is the witness willing to attend court? Yes No If 'No', include reason(s) on form **MG6**. b) What can be done to ensure attendance? c) Does the witness require a Special Measures Assessment as a vulnerable or intimidated witness? Yes \(\subseteq No \(\subseteq \) If 'Yes' submit **MG2** with file. d) Does the witness have any particular needs? Yes No If 'Yes' what are they? (Disability, healthcare, childcare, transport, language difficulties, visually impaired, restricted mobility or other concerns?) Witness Consent (for witness completion) No 🖂 a) The Victim Personal Statement scheme (victims only) has been explained to me: b) I have been given the Victim Personal Statement leaflet c) I have been given the leaflet "Giving a witness statement to the police – what happens next?" d) I consent to police having access to my medical record(s) in relation to this matter (obtained in accordance with local practice) □ N/A □ e) I consent to my medical record in relation to this matter being disclosed \square N/A \square to the defence: e) I consent to the statement being disclosed for the purposes of civil Yes ☐ No proceedings if applicable, e.g. child care proceedings, CICA: g) The information recorded above will be disclosed to the Witness Service so that they can offer help and support, unless you ask them not to. Tick this box to <u>decline</u> their services: Signature of witness:.. PRINT NAME: Signature of parent/guardian/appropriate adult:. Address and telephone number if different from above:. Station:

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TO BE DETACHED AND HANDED TO PERSON MAKING STATEMENT NES AND VICTIM INFORMATION



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statement to the police and as a consequence at some later date it may be necessary for court to give evidence. This will of course depend upon a number of factors, such as whether a person has been charged or reported for the offence and whether there is sufficient evidence and/or it is in the public interest to proceed to a court hearing. If court proceedings are considered to be appropriate, it does not necessarily mean you will be asked to attend court to give evidence. The defendant may plead guilty at any stage in the proceedings or the contents of your written statement may be accepted without the need for you to attend court.

As soon as it becomes apparent that your attendance at court may be necessary, you will be informed by the Witness Care Officer. When the requirement to attend is confirmed, the officer will contact you again and provide you with further information and advice including where and when you will be required. When you receive these details, you will also receive a detailed information leaflet, explaining what will happen and how to claim expenses.

CIVIL PROCEEDINGS

In certain circumstances the statement of evidence you have already provided as part of the police criminal investigation may be disclosed to third parties for the purpose of civil proceedings. Your signed authority permitting the police to do this is on the reverse of the first page of your statement. Please note that the rules of disclosure may place a legal obligation on the force to disclose your statement, with or without your consent, in the above circumstances. Civil proceedings under the Children Act 1989 deals with who is the best person to care for a child or who should have contact with a child. In road traffic collisions statements are required to assist in deciding who was at fault and whether payment for damage and injury should be made.

VICTIM PERSONAL STATEMENT

POLICE OFFICER TO READ TO VICTIM WHO HAS PROVIDED A STATEMENT OF EVIDENCE

The Victim Personal Statement Scheme has been introduced to provide the opportunity for a victim of crime to explain to the court how that crime has affected them and can include psychological/physical effects or financial loss. This statement MAY be taken into account when bail, compensation or sentence is considered, It is in statement form and will be taken in addition to your initial statement of evidence. There is no legal requirement to provide this further statement. the court will not draw any adverse conclusions from the decision you make regarding the Victim Personal Statement Scheme. The Victim Personal Statement can be made at any point prior to the conclusion of proceedings. Dependant on the case progression, you will be given further opportunity at a later date to provide an updated Victim Personal Statement or an initial Victim Personal Statement if you choose not to take part in this scheme at the present time. Any Victim Personal Statement you choose to make will be read and taken into account by every decision-making section of the criminal justice process. You should note that decision-makers are not required to disclose how this information has been used.

WHAT HAPPENS NOW

At the time of making your original evidential statement you may have provided a victim personal statement after having provided a witness statement of evidence. This statement is disclosable and will be attached to the file of evidence in this case. The information contained within the Victim Personal Statement will be available to the court and may be given in evidence at any subsequent hearing or trial. It is important that the information provided is truthful and accurate as it may be questioned at court.

e is progressed into the courts, you may be contacted and offered the d Victim Personal Statement to detail any further effects that were not recognised ortunity to pro ng your initial V al Statement. This statement will also be disclosable and made available to the court. progression of the case. Due to time limits and the speed of the court process it is will be depender ible that insufficien e will be available for further contact prior to a verdict from the court.

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VICTIM SUPPORT
Victim Support Schemes operate in various places in the County. Their volunteers are specially inject to provide and confidential information and advice. They can also obtain specialist professional help to be it. If you uneed support from this organisation, tell the officer who obtained the statement from contact the main offices on:

National Victim Supportline: 0845 30 30 900 Essex Victim Support: 0845 456 5995

CHILD VICTIMS AND WITNESSES

There is additional support available for child victims and witnesses to help prepare them for giving evidence at any court hearing. The officer who obtained this statement will be able to offer you advice on this service. A request for this service can be made at any time up to 14 days prior to the hearing.

CRIME PREVENTION ADVICE

If you have been a victim of crime involving theft, particularly burglary, you should recognise that the offender will be familiar with how to access your property and where your possessions are kept. Should the offender be tempted to steal from you again, for instance after you have had the opportunity of replacing the stolen items, it makes sense for you to take steps to reduce your vulnerability by improving your level of security.

Securing your property does not need to be expensive and the police officer taking your statement will be happy to give you some basic security guidance. Alternatively, if you need more specialist advice, you can contact your local Crime Reduction Officer through your local police station.

WITNESS INTIMIDATION

It is an offence to do anything intended to harm or intimidate a person who is assisting or has assisted in the investigation of an offence or who is, will be, or has been a witness in criminal proceedings.

If at any stage you are threatened or intimidated by any person in respect of the information you have provided in this statement or you have any queries concerning the giving of this statement, please contact the police station below:-

If you have any issues that concern you about the statement you have already provided then please contact the Police Officer detailed on this form who will progress any issues raised to the relevant authority.

Officer taking statement:

Police Station:

Telephone Number:

Extension:

Please quote Incident Number:

You can access information and advice to victims and witnesses about the Criminal Justice System via the website www.cjsonline.gov.uk

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WITNESS STATEMENT

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