

Incident/Accident Reporting Form



November 2016

This form should be used to record any incidents or accidents that occur at your club.

Your Name:	Young person's name:
Your Role:	Team:
Your contact number: Address:	
Details of incident: <i>include description of any injuries</i>	
Date/time of incident:	
Have the parents/carers been notified? If yes, what has been agreed?	Parent/Carer Name:
Has the incident been fully dealt with? How?	
Is any further action needed? Yes/No	

This form should be kept for a minimum of 3 years, unless the individual involved leaves the club.

