



Blackheath & Bromley Harriers AC

Incident Report Form

[Note: all details are confidential and should only be passed on to the Club's Child Protection Officer, or Deputy, in the first instance. They will then distribute the form further to those officers of the Club who need to be informed.]

CHILD'S FULL NAME:	
CHILD'S DATE of BIRTH:	
CHILD'S ADDRESS:	
Contact details of responsible adult (name/address/mobile/phone number)	
DATE of INCIDENT:	
TIME of INCIDENT:	
LOCATION of INCIDENT:	
NATURE of INCIDENT: (examples below - please delete bullet points and complete) <ul style="list-style-type: none">• describe the behaviour and emotional state of the child and/or bruising or other injuries• give the child's account of what has happened• is it a first-hand account of the incident• provide details of any other athletes or others involved• state what action has been taken (including other reports submitted and to who)• record all authorities who have been involved (e.g., emergency services, other medical assistance providers, League/NGB officials)• where possible, attach any relevant photographic evidence	

NATURE of INCIDENT: continued

SUBMITTED BY:

SIGNATURE:

Position in Club:

Date: