

Incident/accident report form

Name of person in charge of session/competition – If applicable

Location where incident/accident took place



Date of incident/accident

Name of injured person

Address of injured person

Nature of incident/injury and extent of injury



Give details of how and precisely where the incident took place.

Describe what activity was taking place, for example training/game/getting changed.

Give full details of action taken during any first aid treatment and the name(s) of first-aider(s).

Were any of the following contacted?

\checkmark	Parents/carers	Yes	No
\checkmark	Police	Yes	No 🗌
\checkmark	Ambulance	Yes	No

What happened to the injured person following the incident/accident? e.g., carried on with session, went home, went to hospital etc.

All of the above facts are a true record of the accident/incident

Signed: _____ Date: _____

Name: _____

Completed forms should be returned to the Health & Safety Representative by hand or scanned copy to <u>lcfchealthsafety@gmail.com</u> or by posting to:-

Lee Chapel Fishing Club, Health & Safety Representative, 77 Menzies Avenue, Laindon West, Basildon, Essex, SS14 0GA