

INCIDENT REPORTING FORM



Section 1 - Near Miss or Incident

For a near miss - please state why you consider this to be a near miss:

For an incident - please state what happened:

Event: (use drop-down menu)

Meeting Title / Training Venue / Event Name / Club Name:

Name of Lead Person / Organiser:

Site of Incident: (add venue address if known / if applicable)

Date & Time of Incident:

Section 2 - Reporting Person Details

Contact Name:

Contact Address including Post Code:

Email Address:

Phone Number:

Your Role Status (use drop-down menu):

Section 3 - Declaration

I declare that the information provided above is accurate.

Your Name:

Please save the completed form and email to the club welfare officer at itrc.welfare@gmail.com.

Details of the incident may be shared with Scottish Athletics and/or UK Athletics for learning and insurance purposes.