

Northern Region School Sport Incident Report



INCIDENT REPORT SHEET

Event:	
Date:	
Where:	
Student Name:	
School:	

What happened (brief description of the incident)

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What steps were taken to establish the facts (ensure a fair hearing for all parties)

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Summary of the facts

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Action taken

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Recommendation for further action

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Signed (Manager / Coach) Date:.....

Signed (Manager / Coach) Date:.....

The original copy of this form must be forwarded to your Regional School Sport Officer immediately upon completion

NOTE: This is an official document and may be made available in an investigation into the incident. Refer to the DoE *Code of Conduct* for further information.

