

Appendix 2 to Wansbeck Paddle Sports Club Coaching Regulations
INCIDENT/ACCIDENT REPORT FORM 1 of 2

Name of Person in Charge

Location where accident took place

Day and date of accident	Time
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Name of injured person	Address
Phone number	

Extent of injuries

Description of accident. Use back of this form. Cover what activity was taking place and all relevant details. Include diagrams and photos if useful.

Details of action taken at accident site
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Names of First Aiders

What happened to the injured person afterwards eg carried on/went home/went to hospital by car or by ambulance.	
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INCIDENT/ACCIDENT REPORT FORM 2 of 2

Names and contact details of witnesses

Did Police take a statement?

Name and number of constable

Has Parent/Carer been informed?

Has BCU been informed?

Description of Accident

Signature

Date

Name in block capitals