

Kenmore Cricket Club Conflict/Incident/Disciplinary Report

This form is to be completed in the event of any conflict, dispute, incident where

- potential disciplinary action may be required (player, club official, guardian, other), and/or
- personal injury has occurred, and/or
- a complaint should be formally addressed by the Kenmore Cricket Club Management Committee.

Report prepared by: Phone: Mobile: Email: Team:	Date and time prepared:
Date of incident:	Time of incident: <div style="text-align: right;">am / pm</div>
Name of any/all person/s involved: Address: Contact number:	
Type of event: <i>Name of event, training, game etc.</i>	
Location: <i>Address of event, etc.</i>	
Type of incident: <i>e.g. personal injury, dissent to an umpire, behaviour by a parent, coach, player, club official not in keeping with the spirit of cricket, facilities not fit for play, game result dispute, discrimination of any kind, etc</i>	
Incident details:	

Incident details (continued):

Actions taken:

If personal injury occurs, was there external involvement: *Were authorities or other agencies notified at the time? If so who, by whom, when and how? Did they then take a role in managing the incident? QAS, QPS, QFRS, etc.*

Final outcome: *What was the final outcome of the incident? When/how was it resolved?*

Recommended action: *What action would you like to see the KCC Committee take?*

Witness information: *Name and contact details, etc.*

Name: _____

Signature: _____

Date: _____

Team and position within team: _____