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| **Ayrshire Tigers Incident Report Form: July 2020** |
| Complete this form in accordance with all Ayrshire Tigers PFC related activity, including players, club officials, and volunteers. Complete ALL sections in CAPITAL letters and in black ink. SEND A COPY OF THE COMPLETED FORM WITHIN 10 WORKING DAYS TO THE CLUB, AND RETAIN A COPY FOR YOUR RECORDS | Office use onlyRef: |
| VENUE: |
| **A – INCIDENT: PERSONS DETAILS** |
| Full Name: …………………………………… Home Address: …………………………………….Postcode: …………………………………………….Date of Birth: ………………………………………..Age: ……………. M …… F……. Tel: …………………………Signature of person completing the form: …………………………………….. |
| **B – INCIDENT DETAILS:** |
| Incident Location: …………………………. Incident Date: ……………Time…………………Address: …………………………………… Reported to: ......................................................Postcode: ………………………………….. Designation: ………………………………………Date Reported: ……………………………. Telephone: ………………………………………..Witnesses: ………………………………………………………………………………………….. |
| What Happened:*Include details of what happened including the lead up to the incident.* |  |
| Actions taken to prevent recurrence |  |
| Are you satisfied that the incident happened in the course of Ayrshire Tigers PFC related activity: Yes: ………… No: ………… |
| **C – Ayrshire Tigers PFC Official: Signature** |
| Signature: ………………………………….Print Name: ………………………………..Date: ………………………………………. | Countersignature: ………………………………..Print Name: ……………………………………….Date: ……………………………………………. |
| **IMPORTANT: Return to Ayrshire Tigers PFC within 10 working days** |
| **DATA PROTECTION INFORMATION:** This form will be used to investigate your incident and may be shared with individuals or organisations pertaining to the incident. You are intitled to have a copy of this form.  |