



# Shrewsbury Up and Comers FC Incident/Accident Reporting Form

1. Site where accident took place

\_\_\_\_\_

2. Name of person in charge of session/competition

\_\_\_\_\_

3. Name of injured person

\_\_\_\_\_

4. Address of injured person

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Date and time of incident/accident

\_\_\_\_\_  
\_\_\_\_\_

6. Nature of accident/incident

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Give details of how and precisely where the accident took place.

Describe what activity was taking place, e.g. training programme, getting changed, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Give details of the action taken including any first aid treatment and the name(s) of the first-aider(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Were any of the following contacted

Police Yes  No   
Ambulance Yes  No   
Parent/Guardian Yes  No

10. What happened to the injured person after the accident? (e.g. went home, went to hospital, carried on with session)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. All of the above facts are a true and accurate record of the incident/accident.

Signed \_\_\_\_\_

Name (Print) \_\_\_\_\_

Date \_\_\_\_\_

### IMPORTANT!

Completed forms must be sent via email to the Club Secretary within 24 hours of the incident occurring [secretary.upandcomersfc@gmail.com](mailto:secretary.upandcomersfc@gmail.com).

In the event of a serious incident please contact Club Secretary Nicki Powell as soon as possible on 07974 976271