



Sedlescombe Rangers FC
 Oaklands Park
 Sedlescombe
 East Sussex
 TN33 0UF

Sedlescombe Rangers FC – Incident Report form

All incidents relating to general welfare, bullying or abuse within the club should be recorded immediately on this form and forwarded to the Club Welfare Officer. All information reported is strictly confidential, with only Club Welfare Officer/s (CWO) and those involved directly with a specific incident having access to the content. Where the issue is formally escalated by the CWO, the Discipline Committee will be made aware of the content.

When reporting an incident, please complete this form and email it to:

welfare@sedlescomberangersfc.co.uk

Date	
Location	
Reported By	
Incident Details Please include as much detail as possible including all persons involved.	
Action Please include all actions taken and agreed further actions, e.g. Reconciliation meeting with players involved, coach/es and parent/s.	
Status Open/Closed	

Example

Date	Location	Reported By	Incident Details	Action	Status
10/03/15	Oaklands Park	John Smith	U14 Billy Brown pushed Bobby Jones into a post deliberately, causing a nose bleed due to the impact. As coach, I attended to Bobby and removed Billy from the training session.	Both boys and parents were spoken after the session to make them aware of the issue, with Billy providing a verbal apology to Bobby. This was accepted and parents agreed the issue was resolved. I made all aware of the club code of conduct that all had signed up to during registration.	Closed

Please contact the Club Welfare Officer/s with any queries regarding FA Safeguarding.