



## AHIGS INCIDENT REPORT

*Please use this form to provide details of any incidents that occur at your venue.*

An incident is classified as something that was considered a breach of the AHIGS Code of Conduct, Harassment or any other AHIGS policy.

**THIS FORM IS NOT TO BE USED FOR REPORTING ACCIDENTS.**

### INCIDENT DETAILS

**Date and Time** of incident

**Venue** at which incident occurred

**Sport** being played at that venue

**Venue Convener** on duty at the time of the incident:

**Name and school** of people involved

**Incident Description** (please provide as much detail as possible)

**Witnesses to the incident** (Name and contact details if not a school contact)

**Name & Signature** of person completing this form

**Follow Up Action (OFFICE USE ONLY)**

**Name of Person undertaking follow up**

**Date follow up completed**