**The Gaelic Games Council of Britain (GGCB) Incident reporting form**

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| Your name: | Name of organisation: The Gaelic Games Council of Britain |
| Your role: |  |
| Contact information (you):Address:Postcode: Telephone numbers:Email address: |
| Child’s name | Child’s date of birth |
| Child’s ethnic origin | Does child have a disability |
|  |  |
|  |  |
| Child’s gender: □ Male □ Female |
| Parent’s / carer’s name(s) |
| Contact information (parents/carers): Address: Postcode: Telephone numbers: Email address: |
| Have parent’s / carer’s been notify of this incident? □ Yes □ No If YES please provide details of what was said/action agreed: |
| Are you reporting your own concerns or responding to concerns raised by someone else: □ Responding to my own concerns □ Responding to concerns raised by someone else |
| If responding to concerns raised by someone else: Please provide further information below |
| Name: Position within the sport or relationship to the child: Telephone numbers: Email address: |
| Date and times of incident: |
| Details of the incident or concerns: Include other relevant information, such as description of any injuries and whether you are recording this incident as fact, opinion or hearsay |
| Child’s account of the incident: |
| Please provide any witness accounts of the incident: |
| Please provide details of any witnesses to the incident: Name: Position within the club or relationship to the child: Date of birth (if child): Address: Postcode: Telephone number: Email address: |
| Please provide details of any person involved in this incident or alleged to have caused the incident / injury: Name: Position within the club or relationship to the child: Date of birth (if child): Address: Postcode: Telephone number: Email address: |
| Please provide details of action taken to date: |
| Has the incident been reported to any external agencies? □ Yes □ No |
| If YES please provide further details: |
| Name of organisation / agency: Contact person: Telephone numbers: Email address: Agreed action or advice given: |

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| --- | --- |
| Your Signature:  | Date: |
| Print name: |  |

Contact your organisation’s Designated Officer in line with The Gaelic Games Provincial Council of Britain’s reporting procedures.