

RFU/W INCIDENT REPORT FORM



Your Name (reportee)	Your Club: Deal and Betteshanger RFC
Contact Details: Telephone No:	Position in Club and or Constituent Body:
Name and Contact Details of Person Making Allegation:	
Date & Time of Incident:	Where incident took place:
Type of Incident:	
Child/Young Person's Name	Age:
Parent/Carer's address:	Telephone No:
Name of adult against allegation is made:	Age:
Contact Details:	Position at Club:
Member of Club:	Yes / No
Does this person work in any other role that involves working with young people or vulnerable adults (e.g. care worker, scouts, other sports clubs)?	Yes / No If yes, please list:
Relationship between adult (against whom the allegation has been made) and child/young person, if any:	
Details of Incident:	

Were there any witnesses? If so, please state name and contact details:	
If the incident occurred during a match a referees report is required. Please supply contact details of the referee together with a copy of his/her report:	
If Child/Young Person spoke to you directly, please record actual details and words used by the child. (Remember do not lead or question the child or young person.)	
Action taken so far by you:	
Other bodies contacted: NSPCC/POLICE/SOCIAL SERVICES Club's Safeguarding Officer – Paula McLachlan	If Yes, which: Name & Contact Details
Referred to RFU CB Welfare Manager: Yes/No	
Any other information:	

Please contact Deal and Betteshanger Safeguarding Officer – Paula McLachlan
01304 379047 / 07800960874 or at kevinpaula@btinternet.com

Paula will copy this to **Ann Hutchins** Child Protection & Welfare Executive. Rugby
Football Union, Rugby House, Twickenham Stadium, 200 Whitton Road,
Twickenham, TW2 7BA or email to rmg@therfu.com