



## Accident / Incident Report Form

Please telephone the CHSG Secretary as soon as possible to notify details of the incident using the telephone number published in the current edition of the Newsletter/available via your Instructor/Group Leader

This notification of accident/incident form should be completed and sent to the CHSG Secretary by the Instructor/Group Leader

This form will be reviewed at the next Trustees meeting to ascertain any actions necessary and kept on file

Name, D.O.B. and home address of person injured:	
Date and time of accident/incident	
Location of accident/incident	
Activity during which accident/activity occurred and name of Instructor/Group Leader	
Details of accident including details of any equipment/apparatus involved	
Details of injuries suffered and treatment/advice given	
Witnesses	
1. Tel:	2. Tel:
Additional comments (if any) from Instructor/Group Leader	
Signature of Instructor/Group Leader	Date:
Signature of member injured to indicate agreement with information given above	
Date:	