

Incident Report Form

Incident details	Day and date:	Time	am/pm
	Location: At Pony Club authorised and controlled (type of event)	Weather	Conditions
	held at	wet/dry	

Description of incident (write everything that you can remember no matter how insignificant you think it may be): Please attach further sheets if necessary.

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Third parties	Yes/no If yes, name and address:
Were there any third parties involved?
	Contact details:

Injured person is: a member or a guest or a volunteer (circle one)	Full Name	Date of Birth
	Address	Age in years
	Phone contacts: Home	Work
		Mobile
	Membership: Club	Date joined
		M/ship rec no

Was first aid given	yes/no	Describe the Injury:	Tick or circle parts injured 
Name of attendant:		
Ambulance Called?	yes/no		
Taken to hospital?	yes/no		
Name of hospital?		
Medical attention refused?	yes/no		
Did they rejoin the activity?	yes/no		
Was incident preventable?	yes/no		

Witnesses		
Name:	Address:	Phone:
Name:	Address:	Phone:

Report completed by: Name:	Position in Club:
on behalf of	Date:
Pony Club.	