

Addendum 3- Newbury Park Pony Baseball- Incident Report Form

Use this form to report any personal injuries, dangerous occurrences, or cases of related incidents or injuries that happen on the premises of any NPPB event, or elsewhere if in connection with NPPB activities.

- Deliver the completed form to the League Vice President within 24 hours.
- Any major injuries and/or dangerous occurrences must be immediately reported to the League Vice President.
- It is the responsibility of the team manager to complete this form. If no team is attributed to this incident or accident, it becomes the responsibility of the Division Director to insure this form is completed.

DETAILS OF THE ACCIDENT/INCIDENT

Date: _____ Time: _____ Location: (field name & #/park/area) _____

What was the injury or incident? _____

What happened? How did it happen? _____

Were there any witnesses? If so, please give their contact details:

Name: _____ Tel: _____

Home Address: _____

Name: _____ Tel: _____

Home Address: _____

WAS ANYONE INJURED? Give their relevant contact details:

Name: _____ DOB _____ Age: _____

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Tel: _____ Teams associated with this person: (if applicable) _____

Home Address: _____

Are they? _____ Player _____ team staff member

(please check) _____ Parent _____ league representative (umpire/scorekeeper/board member)

_____ Guest _____ other member of the public (describe) _____

TREATMENT DETAILS

None _____ First Aid _____ Occupational Health or Medical Center _____ Advised to see GP _____

Hospital _____ Hospital Stay? N/Y _____ How many nights? _____ Public emergency service called _____

Any other treatment details? _____

ACTION: What action has been taken to prevent reoccurrence? _____

NAME of person completing form: _____ Tel: _____

Date received by League Vice President: _____ Initials: _____