

# Coach Incident Report Form

## Incident Details

Date of Incident: \_\_/\_\_/\_\_ Time: : AM/PM

Location: \_\_\_\_\_

Reporting Person: \_\_\_\_\_

Role of Reporting Person: [ ] Player [ ] Parent [ ] Other Coach [ ] Official [ ] Other: \_\_\_\_\_

## Coach Information

Coach's Name: \_\_\_\_\_

Team/Age Group: \_\_\_\_\_

## Incident Description

Type of Incident (check all that apply):

- Violation of Coaches Code of Conduct
- Unsportsmanlike behavior
- Verbal abuse
- Physical altercation
- Inappropriate language
- Failure to prioritize player safety
- Discrimination or lack of inclusivity
- Violation of professional boundaries
- Other (please specify): \_\_\_\_\_

Detailed description of the incident (be specific and objective):

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Witnesses (if any):

1. \_\_\_\_\_ 2. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

## Immediate Actions Taken

Was the incident addressed on the spot? [ ] Yes [ ] No

If yes, by whom? \_\_\_\_\_

Describe any immediate actions taken:

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Were any players impacted? [ ] Yes [ ] No

If yes, were their parents/guardians notified? [ ] Yes [ ] No

## Recommended Follow-up

Suggested action or follow-up:

- Discussion with coach
- Formal warning
- Suspension from next practice/game
- Mandatory additional training
- Referral to club administration for further action
- Other (please specify): \_\_\_\_\_

Additional comments or recommendations:

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## Signatures

Reporting Person's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness Signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

Club Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Coach's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(To acknowledge receipt of report, not necessarily agreement)

Please submit this form to the appropriate club administrator. If the conduct is a violation of Safe Sport please contact a Safe Sport representative regarding the incident **first**. All reports to Safe Sport will be treated confidentially and in accordance with the club's policies and procedures.