COMPLAINTS FORM

| Contact details: |
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| Phone: | Email: |
| Address: |
| Affiliation (Club/Organisation): |
|  Age: Under 18 18 Years or over |
| If you are making a complaint for someone else: |
| Name of person complaining on behalf of: |
| Contact details of person complaining on behalf of: |
| Complainant’s role/status (highlight which applies): |
| ☐ Participant  ☐ Volunteer  | ☐ Coach/Assistant Coach☐ Team Manager |  ☐ Parent ☐ Supporter | ☐Employee (paid) |
| ☐Other – provide details: |
| Details of person complained about: |
| Name: |
| Club/Organisation: |
| Age: Under 18 18 Years or over |
| Role/status of person complained about (highlight which applies): |
| ☐ Participant  ☐ Volunteer  | ☐ Coach/Assistant Coach☐ Team Manager |  ☐ Parent ☐ Supporter | ☐Employee (paid) |
| ☐Other – provide details: |

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| Nature of complaint (tick as many as relevant): |
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| ☐ Club/Organisation management issue ☐ Bullying☐ Physical abuse/Assault |  ☐ Unfair decision ☐ Sexual harassment |  ☐ Coaching issue ☐ Racism |  ☐ Verbal abuse ☐ Discrimination |
|  ☐ Other – please describe |
| Date(s) of incident(s): |
| Location of incident: |
| Competition | Training | Other – provide details: |
| Description of incident/Complaint (use additional sheets if required): |
| Details of any witnesses: |
| Name: |
| Contact details: |
| Name: |
| Contact details: |
| Name: |
| Contact details: |
| Action taken so far (if any) to attempt to resolve matter, or ensure safety (Use additional sheets if required): |
| \*If relevant: Agency contacted (including the Police): |
| Who: | When: |
| Advice provided: |
| Complainant: |
| Name: |
| Signature: | Date: |

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