

# Safeguarding Incident Reporting Form

Please complete the following sections as soon as possible with as much detail as possible about the specific safeguarding concern or allegation and send them to [safeguarding@parkour.uk](mailto:safeguarding@parkour.uk).

Parkour UK's Lead Safeguarding Officer (LSO) will reach out to you as soon as possible upon receiving the form. However, **if a child or adult is in immediate danger or if a hate crime has been committed, please contact the police, social care services, or the NSPCC without delay.**

Information may need to be shared appropriately with other parties to ensure the safety of both children and adults. Nevertheless, confidentiality will be upheld where appropriate, and information will only be shared if necessary. Should you have any queries or concerns regarding the information you are providing, please reach out to the LSO at the email address above.

Your Information			
Name			
Address			
Membership number (if applicable)			
Contact number(s)			
Email			
Name of organisation		Your role	

Personal Information – Child/Young Person					
Name				Date of birth	
Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Non-binary <input type="checkbox"/>	Another description (please state) <input type="checkbox"/>	
Is there any information about the child that would be useful to consider?					

Contact Information – Parent/Carer	
Name(s)	
Address	



Child's account of the incident

Please provide any witness accounts of the incident

Name of witness (and date of birth, if a child)

Role within the sport or relationship to the child

Address

Contact number(s)

Email

Details of any person involved in this incident or alleged to have caused the incident / injury

Name (and date of birth, if a child)

Role within the sport or relationship to the child

Address

Contact number(s)

Email

Please provide details of action taken to date

Has the incident been reported to any external agencies?	<input type="checkbox"/> No	<input type="checkbox"/> Yes – please provide further details:
Name of organisation / agency		
Contact person		
Contact number(s)		
Email		
Agreed action or advice given		

Declaration	
Your signature	
Print name	
Today's date	

Contact Your Organisation's Designated Safeguarding Officer in Line with Parkour UK's Reporting Procedures	
Safeguarding Officer's name	
Date reported	

Please email the completed form as soon as possible to [safeguarding@parkour.uk](mailto:safeguarding@parkour.uk).