## Incident/Near Miss Report

Please note: We ask that all incident/near misses be submitted to British Canoeing electronically. The electronic Incident Report Form can be found on [www.britishcanoeing.org.uk/go-canoeing/incident-reporting](http://www.britishcanoeing.org.uk/go-canoeing/incident-reporting)

**Name\***

First Name Last Name

**Email\***

**Club/Centre you are involved with (if any)**

**Are you a member of British Canoeing or the Home Nations?\***British Canoeing Canoe Wales Scottish Canoe Association
Canoe Association of Northern Ireland No

**Please state your role or connection with the incident\***

Leader/Assistant Leader Coach Group Member Event Organiser Club official Competitor
Performance department Other

**Incident Details**

**Names of individuals involved\***

**Date of Incident\***

**Where did the incident happen\***

**Please describe the incident\***

*Include here any relevant conditions such as weather, temperature, grade of white water, sea/river conditions ect.*

**Type of Water**

Canal Ungraded River Tidal River/Estuary White Water Lake Reservoir
Sea Swimming Pool/Polo Other On land/ Bank

Other Please explain

**Incident Type - Please choose the most relevant description**Injury Medical Condition Other River/Water User Access/Navigation Angling Dispute Environmental/Pollution/Wildlife Emergency Service/Third Party Call Out Equipment Failure Report Under RIDDOR Other Near miss COVID-19

**Did the incident require medical treatment - Please choose all that apply \***

No

Yes – via an onsite first aider/paramedic Yes – attended A&E (not admitted to hospital)

Yes – admitted to hospital for less than 24 hrs Yes – admitted to hospital for more than 24 hrs

Other Please explain

**Is there any action required from British Canoeing?**

Yes
No

**If Yes what action is required**

**What was the outcome of the incident? (If known)**

 **What can be learnt from this incident?**

**Data Protection**

British Canoeing is a privacy conscious organisation and is strongly committed to an individual’s right to privacy. All data gathered following the completion of this form will only be utilised to administer the incident report.Any personal data will be processed and stored in compliance with the British Canoeing Data Protection Policy and in accordance with all applicable Data Protection laws in effect at the time of publication of this form, including but not limited to, the Data Protection Act 2018 and the GDPR which came into effect on 25th May 2018. Data may be shared securely with statutory authorities for the purposes of investigating the incident, or with other third parties where we are legally required to do so. In all other circumstances, data will be anonymised before sharing.

Further information on British Canoeing’s approach to privacy and data protection, including our privacy notices, policies and contact details, can be located in our Privacy Centre (<https://www.britishcanoeing.org.uk/about/privacy-centre>).  Should you wish any data we hold relating to you to be deleted at any point, you should contact us at GDPR@britishcanoeing.org.uk.