



**VICTORIAN KOOKABURRAS
BASEBALL TOURS Inc**

Association No: A0061855A

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Victorian Kookaburras Baseball Tours Inc Child Safe Incident Report

Purpose

This **Child Safe Incident Report** can be provided to a child or their family if they disclose an allegation of abuse or safety concern in your sport. Volunteers can also use this resource to record disclosures. All incident reports must be stored securely by Victorian Kookaburras Baseball Tours Inc (Victorian Kookaburras).

If a child is in imminent or immediate danger, call 000 immediately.

1. Incident details

Date of incident:	
Time of incident:	
Location of incident:	
Name(s) of child/children involved:	
Name(s) of volunteer involved:	

2. Does the child identify with any of the following:

(Mark with an 'X' as applicable)

Aboriginal descent	<input type="checkbox"/>	Torres Strait Islander descent	<input type="checkbox"/>
Culturally & Linguistically Diverse background	<input type="checkbox"/>	Disability	<input type="checkbox"/>

Why is this information important? The Royal Commission advises that some children are more vulnerable to abuse, based on various factors including age, gender, ethnicity, disability, and prior abuse or neglect. This information identifies if any additional assistance may be required through the reporting and support process.

3. Please categorise the incident:

Physical abuse	<input type="checkbox"/>
Sexual abuse	<input type="checkbox"/>
Serious emotional or psychological abuse	<input type="checkbox"/>
Serious neglect	<input type="checkbox"/>
Racial, cultural or religious abuse	<input type="checkbox"/>

4. Please describe the incident

When did it take place?	
Who was involved?	
What did you see?	
What did you hear?	
Other information	

5. Office/Administration use:

Date incident report received:	
Staff member/Volunteer managing incident:	
Follow-up date:	
Incident ref. number:	

6. Has the incident been reported to:

Child protection	
Police	
Victorian Kookaburras Member Protection Information Officer or Child Safe Officer	
Another third party (i.e. Club Committee, State Sport Association Staff or Commission for Children and Young People):	

For information on what and how to report, refer to the Commission for Children and Young People website (<https://ccyp.vic.go.au>)

7. Incident reporter wishes to remain anonymous?

(Mark with an 'X' as applicable)

Yes No

Reviewing this policy

This Child Safe Code of Conduct is reviewed every 12 months in conjunction with those covered by this code of conduct.

*Reviewed and Endorsed by the Victorian Kookaburras Committee.
1 September 2019*

*Next Review Due
1 September 2020*