

# Crossfield Minor Hockey Association

Box 296, Crossfield, Alberta, T0M 0S0

[www.crossfieldmha.com](http://www.crossfieldmha.com)

## CONDUCT MANAGEMENT PLAN

### INCIDENT REPORT FORM

Submit completed form to:

Attn: Earl Simpson, CMHA, Box 296, Crossfield, Alberta, T0M 0S0

This form is to be utilized by anyone in the Crossfield Minor Hockey Association to report an incident of unacceptable behaviour. An individual is considered to be displaying unacceptable behaviour if they are verbally or physically harassing and/or abusing a game participant (player, Coach, spectator, or official).

DATE & TIME OF INCIDENT \_\_\_\_\_

NAME OF OFFENDING INDIVIDUAL \_\_\_\_\_

ASSOCIATED WITH (TEAM NAME) \_\_\_\_\_

NAME(S) OF ADDITIONAL WITNESSES \_\_\_\_\_

**On a separate attachment, please provide a clear description of the unacceptable behaviour witnessed. Please use black ink or type the report.**

You can expect a member of the Board of Directors to investigate your report. Unfortunately a written response to all reports is not possible as our volunteers do not have the resources to do so. We do however hope to be able to contact complainants at some point during or after the investigation. We also hope to resolve all reports within 2 to 4 weeks from receipt. Any person bringing forth a report must be prepared to discuss the incident further with the Board of Directors or a Discipline Committee.

Please summarize your expectation of the outcome resulting from your report:

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If additional space is required, please use reverse side or attach separately.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/TOWN: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_