

**CAPITAL**  
**FOOTBALL**

ACT Football Federation registered as Capital Football

# Travel and Event Sanctioning Policy

Correct as at  
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## Introduction

With the increase in football's profile in Australia, more and more clubs and teams are looking to host or attend tournaments or travel to play games outside of the ACT. Capital Football (CF) receives many requests for sanctioning of a range of activities such as games, tournaments, clinics, fundraisers and overseas trips.

Sanctioning is required for any 'out of the ordinary' league competition that is not conducted by CF itself. Sanctioning is also required for a Capital Football club sending a team to compete interstate or internationally. Sanctioning is required to ensure that:

1. Standards are met in competition regulations;
2. Insurance requirements for CF club/teams are adequately covered and supervised appropriately;
3. Protocols are met such as CF club/teams are involved with others that are part of the FFA or FIFA Football family so that they receive those benefits;
4. Appropriate authorities including CF, are informed of CF registered clubs/entities visitations;
5. The status of the football activity is understood.

The following policy will help guide clubs and teams in relation to sanctioning for:

1. Those who are traveling to a non-Capital Football event or competition (domestically or internationally); or
2. Those who wish to host a competition, event or a visit by a non-Capital Football club.

The policy outlines what is required when requesting sanction from CF; the required sanction fee (Supplement 1); and the relevant request from that must be sent to and approved by Capital Football.

The included attachments may be used by the club when conducting an event or whilst travelling. A team or club that has received the appropriate sanctioning from Capital Football and/or Football Federation Australia can only adopt the final use of the forms.

Please note that this policy supersedes any previous policies, agreements or understandings concerning the sanctioning of travel and events.

## Travel Sanction Request

A Capital Football affiliated club looking to travel either domestically (outside of the ACT) or internationally to compete in any football related event must seek sanction from Capital Football for their trip.

Please read the following policy before completing a request for sanction, as well as referring to the Sanction Fee Schedule (Supplement 1).

### CF Travel Sanction Form

The **CF Travel Sanction Form** (Supplement 2) must be completed by the club/team wishing to travel and be submitted to Capital Football within the following timeline:

**Domestic Travel** – seven days prior to travelling

**International Travel** – 21 days prior to travelling (FFA must be informed of your sanction to travel)

The Travel Sanction request must be directed to the Capital Football Competitions Manager, as well as ensuring that the relevant Competition Administrator is made aware of your travel request:

- Competitions Manager - for Premier League teams;
- State League Administrator - for state league or masters teams;
- Junior League Administrator - for Junior League teams; and
- Futsal League Administrator - for Futsal Competition teams.

### Attachments

The **CF Travel Sanction Form** identifies a number of attachments required when submitting the request. These attachments provide sufficient information and assurances to allow the respective managers to consider the application in full. Depending upon the type of travel (location and length, as well as age of participants in the travelling party), not all of these attachments will be required:

- Copy of application to enter the event / invitation to join the event.
- Full itinerary for the activity, including relevant manager / tour leader contact details – to be used only for travel requests overnight or longer outside of ACT / NSW.
- Full list of players and officials from the club attending, including addresses, DOB's, contact numbers and FFA numbers.
- An undertaking from the tour leader that each member of the touring party has received a copy of the CF code of Conduct (Attachment A).
- Details of the insurance cover for the travelling players and officials for all visits outside Australia.
- Documentation covering Child Protection declarations and clearance from Schools and parents (where applicable).
- Approval letters from the player's club if different to the club participating on the tour.
- Evidence of Inoculations and Visa applications (where applicable).

**Note:** The Capital Football insurance policy does not cover injuries sustained on trips to the USA.

**Furthermore:** The Capital Football Insurance Policy does not act as a travel insurance policy. Teams wishing to be covered for Travel Insurance should take out a separate policy for their trip.

## Approval

Once the request has been submitted to Capital Football, along with the required attachments, it will be reviewed and Capital Football will then provide a written response. In cases of approved travel, the signed form will be returned. Do not assume that submitting a request for sanction will automatically be approved.

**For International Travel** – an invoice for the \$100 sanction fee will be then issued to the club.

It is then the responsibility of the travelling team to inform the organising body of the event / competition that sanction has been approved.

In the event of Capital Football deeming it inappropriate to sanction a request for travel, for example if the event is not sanctioned by the FIFA affiliated body, then a written response outlining the reasons for the decline will be sent at the earliest possible time to the relevant contact person.

## Hosting an event, tournament or game

### Hosting an event, tournament or game involving only Capital Football members

A club or team wishing to host a football event, tournament or game(s) that is not organised by Capital Football, but features only teams from clubs that are affiliated to Capital Football, must apply in writing to the Capital Football Business Manager for approval of that activity.

Events and competitions may include, but are not limited to:

- Social Competitions
- Gala Day Events
- Friendly matches
- Weekend tournaments

Please read the following policy before completing a request for sanction, as well as referring to the Sanction Fee Schedule (Supplement 1).

#### CF Event and Competition Sanction Form

Any application to host a tournament or game(s) within the ACT or NSW must be written on Club Letterhead and include the **CF Event and Competition Sanction Form** (Supplement 3).

The letter should be signed by the club president and identify the desire to host a football event. The **CF Event and Competition Sanction Form** will allow the event organiser to provide Capital Football sufficient detail regarding the event.

#### Attachments

The **CF Event and Competition Sanction Form** identifies a number of attachments required when submitting the request. These attachments provide sufficient information and assurances to allow the respective managers to consider the application in full:

1. Copy of event/competition rules – not applicable for hosting a standalone friendly match.
2. Copy of event participant entry form - not applicable for hosting a standalone friendly match.
3. An understanding that your event will be charged the appropriate sanctioning fee as set out in the CF Travel and Event Sanctioning Policy - to be paid prior to beginning the event.
4. An undertaking that all entrants who have not paid for CF Insurance coverage through winter football and / or futsal registration fees - will be charged an additional \$12 per player to cover them for insurance.
5. An undertaking that all entrants will have an FFA number assigned to them through registering on MyFootballClub.
6. An undertaking that all players and officials will be notified of and held accountable under the FFA Code of Conduct.
7. Provide a list of all participants and officials within seven days of the event beginning.

## Hosting teams that are from other FFA Member Federations

In this situation, all of the above sanctioning requirements apply as well as one additional document. Events or competitions wishing to include teams from other FFA Member Federations must provide evidence of travel sanction being given by the travelling team's Member Federation.

This evidence can be provided through an official sanction form provided by the appropriate Member Federation, or written approval from the appropriate Member Federation.

A club or team wishing to host a tournament or game(s) which includes teams that are not from Capital Football affiliated clubs, but they are still from within Australia, must apply in writing through their respective League Manager for approval of that activity at least four weeks prior to the proposed tournament or games.

## Hosting teams from overseas

A club or team wishing to host an event, tournament or game(s) that includes teams from overseas must apply to Capital Football for approval. The application must be written on Club Letterhead and include the **CF Event and Competition Sanction Form** (Supplement 3). The application must be received by Capital Football at least one month before the proposed tournament or game(s) to allow the application to be duly considered by the Board and by Football Federation Australia. Capital Football must seek sanction for the visit from Football Federation Australia and must also advise the visiting team's Federation of the visit. This could add additional processing time to the application and should be taken into account when making your application. In addition, any other requirements under the respective Capital Football competition Rules must be met.

## CF Event and Competition Sanction Form

An application to host such a tournament or game(s) must include sufficient information and assurances to allow Capital Football to consider the application in full. This information can be provided on the **CF Event and Competition Sanction Form** (Supplement 3).

## Attachments

The required attachments for hosting an overseas team include:

1. All items outlined on page 6.
2. Contact details for the International team delegate.
3. Copies of the approval from the respective Governing federation for each team that is from outside Australia and from the respective local Associations for each team that is not a Capital Football affiliated club, but still from within Australia;
4. Indicative financial arrangements for the tournament or game(s), including sponsorship details.

## Approval

Once the request has been submitted with Capital Football, along with the required attachments, it will be reviewed and Capital Football will then provide a written response. In cases of an approved event, the signed form will be returned.

**An event / competition sanction fee invoice will then be raised** and sent to the event contact.

In the event of Capital Football deeming it inappropriate to sanction an event, a written response outlining the reasons will be sent at the earliest possible time to the contact person.

## Unapproved Applications and Appeals

If an application to travel to or host an event or competition covered by this policy is not approved, the applying club / team may appeal that decision. Any appeal would be made under the relevant regulations or policies of Capital Football whichever is applicable (e.g. if the team competes in the Capital Football Junior League, any appeal would come under the Junior League Regulations).

An appeal should be lodged with the CEO of Capital Football with their referral to the Board of Capital Football if necessary.

If an appeal is lodged, the application should not be considered sanctioned while the original decision is being reviewed.

## Responsibilities

Clubs or teams travelling to or hosting a tournament or game(s) have a responsibility to ensure the tournament runs safely and with minimal risk. There are several issues that team management in particular should familiarise themselves with before travelling or hosting approved tournaments or game(s). The following information will assist you:

1. All officials need to be aware of the Child Protection Act and their duty of care as a team official and representative of Capital Football when dealing with minors. Some points to note are:
  - In other States, including NSW, officials may be required to agree to a Police check to ensure that they are a fit and proper person to be in charge of minors.
  - An official should not be alone with a team member without the knowledge of the team management.
  - At least two (2) officials should always be in attendance in team change rooms.
  - No official of the opposite gender should enter team change rooms until all team members have completed changing.
  - An official should always be in attendance during the treatment of injuries to team members.
2. A Tour Leader (for travel) or Event Manager (for clubs that are hosts) must be appointed. This person will be the primary point of contact for Capital Football and will be:
  - Responsible for the overall organisation of the tour or event.
  - Responsible for the establishment and enforcement of discipline and rules.
  - Responsible for the financial management of the tour or event.
3. Each team participating in the visit or event must have a nominated Coach and a separate person acting as the team Manager. The Coach and Manager will be responsible for the well-being and safety of the team members and will:
  - Assist the Tour Leader or Event Manager as required.
  - Be responsible for the team's training and games, including the provision of equipment.



- In conjunction with the Tour Leader or Event Manager, be responsible for enforcing discipline for their respective teams and individual players if required.
  - Inform the Tour Leader or Event Manager of any proposed actions relating to team members or other incidents which may affect team members (e.g. injuries, sickness, breaches of discipline).
4. Ensure each touring member is familiar with the relevant policies and guidelines that govern the activity. An activity that is approved by Capital Football is undertaken in accordance with the Capital Football Code of Conduct (attachment A) and the relevant League Rules and Regulations.

Be aware of any local rules that may affect your team or other teams competing in the event, including restrictions that may be imposed due to convention or religion.

## Conduct

Sanctioned teams playing in tournaments or games are ambassadors for football in the ACT as well as Capital Football. As such, the behaviour of all party members reflects not only upon themselves and their club, but also upon Capital Football as well as Football Federation Australia.

The FFA and/or Capital Football Code of Conduct should be provided to all participants. While involved in a Capital Football sanctioned event, participants are expected to abide by this code.

All members of a traveling party or those involved in the organisation of an event must also be familiar with the FFA Member Protection Policy -

<http://capitalfootball.com.au/sites/default/files/Regs%20-%20FFA%20Member%20Protection%20Policy.pdf>

## Disciplinary Matters

Discipline will be up to the respective Tour Leader/Event Manager and team officials. Matters of a serious nature that need to be referred to Capital Football for further action will be dealt with in accordance with the relevant Regulations where applicable. In such cases, the relevant Disciplinary Panel must send a written report to Capital Football within five working days for consideration.

Any member of the touring party whom Capital Football does not consider to be a fit and proper person to be part of a proposed visit may be disallowed from travelling as part of the tour. If such is the case, Capital Football must advise the Tour Leader in writing, stating the full reasons for this determination. An appeal may be lodged against such a decision within three working days of receiving the notification and the appeal must be heard in accordance with Capital Football Policies and Regulations. Please note that the member disallowed from travelling with the touring party may not do so even if an appeal is pending. If a disallowed person travels as a member of the touring party, sanction of the tour will be withdrawn.

## Accidents or Injury

Insurance cover will require specific information in relation to any injury or incident. In order to keep records of injuries or incidents, the Tour Leader or Event Manager, in conjunction with the respective team manager, must complete a report form for Capital Football in addition to any other form the Insurance Broker may require. A copy of the Capital Football Accident Report form is at attachment

D. The completed form must be sent to Capital Football within five working days of the end of the Tour or the Event.

## **Unapproved Applications**

If an application to play in or host a tournament or game(s) covered by this policy is not approved, the applying club / team may appeal that decision. Any appeal would be made under the relevant regulations or policies of Capital Football whichever is applicable (e.g. if the JSC refused an application, any appeal would come under the Junior League Regulations). If an appeal is lodged, the application should not be considered sanctioned while the original decision is being reviewed.

## **Consent to Participate**

Clubs and Teams need to be aware that each player participating in a Capital Football sanctioned event must consent to do so. Minors (i.e. those under the age of 18) must have the consent of their parent or guardian before participating. Attachments B and C are the respective consent forms that have to be completed prior to the commencement of any travel or other activity that is part of the event. These consent forms should be retained by the Tour Leader or team managers and must be produced upon request by Capital Football.

In consenting to participate in a Capital Football sanctioned event under this policy, the player and in the case of minors, their parent or guardian acknowledge that:

1. They will accept whatever form of transport is deemed necessary by the Tour Leader or Event Manager to travel to and from the event and any associated activities; and
2. During the period of the event in which they are participating and during any travelling or other activities that are part of the event or deemed necessary by the Tour Leader or Event Manager, they will be under the sole direction of the person(s) duly appointed and in charge of the event; and
3. They will meet the costs associated with participation in the event and any additional costs for any illness, accident, or unforeseen circumstances which may occur during travel and any activities in which they participate; and
4. They accept that the sending home of any team member due to inappropriate behaviour shall be at their expense.

## Supplement 1

### Capital Football Sanction Fee Structure

Fee Name	Applies To	Covers	Fee Amount	Due
Club Event / Competition Sanction - Short	All Capital Football clubs wishing to conduct a competition for <b>no</b> longer than 4 days	Public liability insurance, player and official injury insurance, ability to advertise on the CF website, utilise CF dispute and discipline procedures, utilising CF competition policies and procedures, access to CF referees where possible	\$100 incl. GST	7 days before the beginning of the competition
Club Event / Competition Sanction – Medium Established	All Capital Football clubs wishing to conduct a competition for longer 4 days total – not the first year for competition	Public liability insurance, player and official injury insurance, ability to advertise on the CF website, utilise CF dispute and discipline procedures, utilising CF competition policies and procedures, access to CF referees where possible	\$500 incl. GST	21 days before the beginning of the competition
Club Event / Competition Sanction – Medium New	All Capital Football clubs wishing to conduct a competition for longer 4 days total –first year for competition only	Public liability insurance, player and official injury insurance, ability to advertise on the CF website, utilise CF dispute and discipline procedures, utilising CF competition policies and procedures, access to CF referees where possible	\$400 incl. GST	21 days before the beginning of the competition
Club Friendly Match	All Capital Football clubs wishing to host another club for a friendly match – limited to two days maximum between two clubs	Public liability insurance, player and official injury insurance, utilise CF dispute and discipline procedures, utilising CF competition policies and procedures, access to CF referees where possible	N/A	3 days before the match
Club Travel Sanction - Domestic	Travel – domestic	Public liability insurance, player and official injury insurance	N/A	
Club Travel Sanction - International	Travel – international	Public liability insurance, player and official injury insurance (excluding the USA)	\$100 incl. GST	

## **Supplement 2**

### **Travel Sanction Form**

Please see separate form.

## **Supplement 3**

### **Event and Competition Hosting Form**

Please see separate form.



# Code of Conduct

*Players representing Capital Football are expected to:*

- Be sporting and fair;
- Strive for excellence and play for enjoyment;
- Positively and actively contribute to their team's performance
- Treat everyone as they expect to be treated themselves;
- Always play by the rules;
- Cooperate with team and game officials:
- Display exemplary behaviour both on and off the field of play; and
- Abide by FFA's Football Code of Conduct.

*Team Officials representing Capital Football are expected to:*

- Ensure all participants understand their responsibilities regarding fair play and appropriate behaviour;
- Provide leadership and set sound examples for everyone;
- Be consistent, courteous and helpful;
- Be competent and if necessary, appropriately qualified to assume positions of responsibility;
- Communicate effectively with Capital Football, other officials and players;
- Understand and enforce the Capital Football Visit Guidelines; and
- Abide by FFA's Football Code of Conduct.

*Spectators at Capital Football events are expected to:*

- Demonstrate appropriate social behaviour;
- Not interfere with the conduct of any games or activities;
- Support skilled performances and team play;
- Demonstrate respect for officials, opposing players and other spectators: and
- Abide by FFA's Spectator Code of Behaviour.

## Attachment B



# Parent/Guardian Consent Form for Minors (under 18)

I hereby give my consent for my son/ daughter,

To attend and participate in the following:

**Event:**

**Venue:**

**Dates:**

I acknowledge that I and my son/ daughter:

1. Have read the Capital Football Code of Conduct, understand its contents and conditions, and accept the responsibilities it contains; and
2. Agree to abide by the Capital Football Policy for Visiting or Hosting Teams.

**Parent's/Guardian's Name:**

**Parent's/Guardian's Signature:**

**Player's Signature**

**Date:**

## Attachment C



# Independent Player/ Official/Spectator Consent Form

I, hereby agree to attend and participate in the following:

**Event:**

**Venue:**

**Dates:**

I acknowledge that I:

1. Have read the Capital Football Code of Conduct, understand its contents and conditions, and accept the responsibilities it contains; and
2. Agree to abide by the Capital Football Policy for Visiting or Hosting Teams.

**Player's Name:**

**Player's Signature:**

**Date:**





# Event Accident Report Form

## PERSONAL DETAILS OF INJURED PERSON

**Surname:**

**First Name:**

**Address:**

**Date of Birth:**

**Gender:** M / F

## DESCRIPTION OF ACCIDENT

The accident occurred at \_\_\_\_\_ (Venue)

On \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ and the details are as follows:

(Please use back of page 1 if insufficient space)



# Event Accident Report Form

## *ACTION TAKEN: (please circle)*

Nil

First Aid

Doctor

Hospital

## *PARENT/GUARDIAN/RELATIVE NOTIFICATION*

**Name of Person Notified:**

**Relationship:**

## *SIGNATURES*

Tour Leader: (Name)

(Signature)

Date:

Injured Person: (Name)

(Signature)

Date:

Witness: (Name)

(Signature)

Date:

Witness: (Name)

(Signature)

Date:



# Capital Football

## Medical Information Form

The information collected on this form is intended to be used by Capital Football in case of any medical treatment required or medical emergency involving a Capital Football player whilst under the care of Capital Football or our appointed officers. The information collected in this form will remain with Capital Football and will be made available to medical or paramedical staff in the case of an accident or emergency. The information contained in this form is confidential in nature and as such it will be stored and disclosed in accordance with the regulations of the *Privacy Act 1908 (Cwth.)*

**CONTACT PERSON IN CASE OF ILLNESS OR ACCIDENT:**

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

DOB: \_\_\_/\_\_\_/\_\_\_

MEDICARE NUMBER: \_\_\_\_\_

Family doctor \_\_\_\_\_

Contact number \_\_\_\_\_

FIRST NAME \_\_\_\_\_ SURNAME: \_\_\_\_\_

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

SUBURB: \_\_\_\_\_ STATE: \_\_\_\_\_ P/C: \_\_\_\_\_

DAYTIME PHONE: \_\_\_\_\_ MOBILE \_\_\_\_\_

NIGHT TIME PHONE \_\_\_\_\_

Do you have, or have you ever suffered any of the following conditions?

		YES	NO			YES	NO
1	Hepatitis			21	Digestive/alimentary problems		
2	Glandular Fever			22	Kidney or bladder problems		
3	Head Injury or concussion			23	Diabetes		
4	Migraine or severe headaches			24	Hernia		
5	Fainting spells or blackouts			25	Osteomyelitis		
6	Loss of balance/co-ordination			26	Poliomyelitis		
7	Memory/attention problems			27	Injury to any joint or bone		
8	Convulsions, fits or epilepsy			28	Spinal injuries or disorders		
9	Vertigo or claustrophobia			29	Impairment		
10	Sea or motion sickness			30	Abnormal response to heat or cold		
11	Psychological/behavioral Problems			31	Allergies		
12	Asthma/breathing difficulties			32	Sinus problems		
13	Heart or circulatory disorders			33	Thyroid disorder		
14	Tuberculosis			34	Speech difficulty		
15	Arthritis or rheumatism			35	Eye disorder or glaucoma		
16	Anemia			36	Visual impairment		
17	Hemophilia or bleeding problems			37	Ear disorder or hearing difficulties		
18	Leukemia or other blood disorders			38	Skin disorders		
19	Menstrual/gynecological problems			39	Recent injuries or operation		
20	Sexually transmitted diseases			40	Any other condition (specify)		

If you answered yes to any of these questions please give details in the space provided. List the dates of illnesses/problem and the current effects of any condition.

Number	Date of onset	Details	Current effects/ concerns

**Capital Football medical information form (page 2)**

Date of last tetanus injection -----/----/-----

Has your child suffered from any acute illness or serious injury, or been treated by a medical Practitioner for illness or injury in the last 4 weeks  yes  no

If yes please provide nature of illness/injury and doctors clearance to continue in the representative program \_\_\_\_\_

Is your child currently taking any medication  yes  no

If yes please provide name of medication and dosage \_\_\_\_\_

Does your child suffer any food allergies or intolerances  yes  no

If yes please provide details of allergies or intolerances  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Does your child suffer any non food related allergies (bee stings etc)  yes  no

If yes please provide details of allergies \_\_\_\_\_

**For participants with asthma**

When was your child's last asthma attack -----/----/-----

How often does your child suffer asthma attacks (daily, weekly etc) \_\_\_\_\_

Have your child been hospitalized with asthma \_\_\_\_\_ when (approx) \_\_\_\_\_

Are there any factors that induce your child's asthma that we should be aware of - \_\_\_\_\_  
 \_\_\_\_\_

**For all**

I consent to my child receiving paracetamol for temporary pain relief  yes  no

Is there any further information which you believe may help us to provide the best possible care in the case of illness or injury? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Consent to medical attention

In the case of my child requiring medical treatment or in the case of a medical emergency whilst under the care of Capital Football - Futsal or their appointed officers, I consent to the association arranging for him/her to receive such medical treatment as is deemed necessary. I also undertake to pay any costs which may be incurred for said medical treatment.

Players Signature (if over 18).....

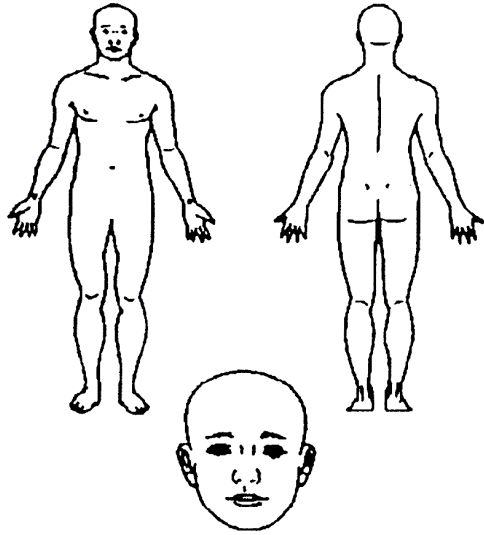
Parent / Guardian Signature (if under 18).....Date.....

# INJURY REPORTING FORM

Name: \_\_\_\_\_

Team : \_\_\_\_\_

<p><b>Date of Injury</b>    __/__/__</p> <p><b>Type of activity at time of injury</b></p> <p><input type="checkbox"/> training/practice</p> <p><input type="checkbox"/> competition</p> <p><input type="checkbox"/> other _____</p> <p><b>Reason for injury</b></p> <p><input type="checkbox"/> new injury</p> <p><input type="checkbox"/> exacerbated/aggravated injury</p> <p><input type="checkbox"/> recurrent injury</p> <p><input type="checkbox"/> illness</p> <p><input type="checkbox"/> other _____</p> <p><b>Body Region Injured</b></p> <p>Tick or circle body part/s injured &amp; name</p>	<p><b>Nature of Injury/Illness</b></p> <p><input type="checkbox"/> abrasion/graze</p> <p><input type="checkbox"/> sprain eg ligament tear</p> <p><input type="checkbox"/> strain eg muscle tear</p> <p><input type="checkbox"/> open wound/laceration/cut</p> <p><input type="checkbox"/> bruise/contusion</p> <p><input type="checkbox"/> inflammation/swelling</p> <p><input type="checkbox"/> fracture (including suspected)</p> <p><input type="checkbox"/> dislocation</p> <p><input type="checkbox"/> overuse injury to muscle or tendon</p> <p><input type="checkbox"/> blisters</p> <p><input type="checkbox"/> concussion</p> <p><input type="checkbox"/> respiratory problem</p> <p><input type="checkbox"/> loss of consciousness</p> <p><input type="checkbox"/> other _____</p> <p style="text-align: center;"><b>CAUSE OF INJURY</b></p> <p><input type="checkbox"/> struck by other player</p> <p><input type="checkbox"/> struck by ball or object</p> <p><input type="checkbox"/> collision with other player/referee</p> <p><input type="checkbox"/> collision with fixed object</p>	<p>Were there any contributing factors to the incident, unsuitable footwear, playing surface, equipment, foul play?</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><b>Protective Equipment</b></p> <p>Was protective equipment worn on the injured body part?   <input type="checkbox"/> yes   <input type="checkbox"/> no</p> <p>If yes, what type eg mouthguard, ankle brace, taping.</p> <p>_____</p> <p><b>Initial Treatment gained</b></p> <p><input type="checkbox"/> none given (not required)</p> <p><input type="checkbox"/> RICE (rest Ice compression elevation)</p> <p><input type="checkbox"/> dressing</p> <p><input type="checkbox"/> sling, splint</p> <p><input type="checkbox"/> crutches</p> <p><input type="checkbox"/> massage</p> <p><input type="checkbox"/> CPR</p> <p><input type="checkbox"/> stretch/exercises</p> <p><input type="checkbox"/> strapping/taping only</p> <p><input type="checkbox"/> none given - referred elsewhere</p>	<p><b>Referral</b></p> <p><input type="checkbox"/> no referral</p> <p><input type="checkbox"/> medical practitioner</p> <p><input type="checkbox"/> physiotherapist</p> <p><input type="checkbox"/> chiropractor or other professional</p> <p><input type="checkbox"/> ambulance transport</p> <p><input type="checkbox"/> hospital</p> <p><input type="checkbox"/> other _____</p> <p><b>Signature of player (or parent)</b></p> <p>_____</p> <p>_____</p> <p><b>Today's Date:</b>    __/__/__</p>
---	---	---	---



- fall/stumble on same level
- jumping to shoot, defend
- fall from height/awkward landing
- gradual onset, no specific reason identified
- slip/trip
- temperature related eg heat stress
- other \_\_\_\_\_

**Explain exactly how the incident occurred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Body part/s**

\_\_\_\_\_

\_\_\_\_\_

other \_\_\_\_\_

**Was medical attention sought after the incident?**

yes  no

**Advice Given**

immediate return unrestricted activity

able to return with restriction

unable to return at present time