**13 “Schedule A11” Incident Report Form (HV Schedule, Section 2, Clause 13)**

**INCIDENT REPORT FORM**

Any person may report a complaint concerning misconduct by a player, official or other person associated with an Affiliate during, or in connection with, any hockey match conducted under the supporter of HV.

Any report made by a player/coach/club official/club supporter/parent etc., must be presented to the Club President or Club Secretary prior to submitting to HV. Please refer to your club website for the contact details for your club’s President or Secretary.

Any report made by a HV rostered umpire or club/team appointed umpire must be presented to one of the HV High Performance Umpire Coaches prior to submitting to HV:

* Mick McLean – michaeldmclean@bigpond.com or 0413 311 369
* Keeley O’Reilly - keeksoreilly@gmail.com

This form must be emailed to reports@hockeyvictoria.org.au by no later than 1:00pm on the second business day after the conclusion of the match.

Please note this report will be made available to all relevant parties, and HV appointed Investigation Officer if required.

**Reporter Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name:** |  | **Signature:** |  |
| **Date:** |  | **Role: (umpire/club official)** |  |
| **Contact Details:** |  | **Will you attend Tribunal Hearing if required (please circle):** | **YES NO** |
| **\*Report seen by:** |  |

**\* Please insert the name of Club President or Section Coordinator, or HP Umpire Coordinator who was made aware of this incident report prior to its submission.**

**Match Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| **First Named Team:** |  | **Second Named Team:** |  |
| **Date:** |  | **Round:** |  |
| **Venue:** |  | **Grade:** |  | **Time:** |  |

**Details of Report:**

|  |  |
| --- | --- |
|  **Full Name of Person being Reported:** **(if known)** |  |
| **Role (eg. player, official, spectator):** |  |
| **Club/Affiliate of Person being Reported:** |  |
| **Location of Incident: (eg. pitch, car park etc)** |  |
| **Alleged Incident/Breach of HV Policy or Code of Conduct: (Please use Appendix A and reference the relevant section)** |  |

**Contact Details of those involved & Witnesses (if known):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Full Name:** |  | **Role & Club: (eg. player, witness)** |  | **Contact Details:** |  |
| **Full Name:** |  | **Role & Club: (eg. player, witness)** |  | **Contact Details:** |  |
| **Full Name:** |  | **Role & Club: (eg. player, witness)** |  | **Contact Details:** |  |
| **Full Name:** |  | **Role & Club:** **(eg. player, witness)** |  | **Contact Details:** |  |

**Version of Events (attached a separate sheet if more room is needed):**

**Details:**

**Injuries (if applicable):

Name of treating medical practitioner:**

**Details:**

**Desired Outcome Expectations (the form will not be accepted without this section completed)**

Please tick below the outcome you would like to see as a result of this report:

Investigation: Mediation:

Other:

*Please see page 4 for Appendix A.*

**Appendix A**

When reporting a person, you are required to reference the HV Penalty Guideline table below and specify the alleged the offence and level.

 **Charge & Penalty Details (Misconduct Penalty System)**

|  |
| --- |
| ***Offensive, insulting, abusive or intimidating language and/or gestures*** |
| *Offense & Level* | *Toward* | *Recommended Penalty* | *Immediately Referred To Tribunal* |
| LEVEL 1Using language and/or gestures in frustration  | N/A | 1 Match Suspension | No |
| LEVEL 2Using offensive, insulting, abusive or intimidating language and/or gestures; | Match Participant (Player, Coach, Team Official) | 2 Match Suspension | No |
| Match Spectator | 1 Match Suspension | No |
| Match / Team / HV / HA Official | 3 Match Suspension | No |
| LEVEL 3Incitement to violence, or repeated use of offensive, abusive or intimidating language and/or gestures | Match Participant (Player, Coach, Team Official) | 4 Match Suspension | Yes |
| Match Spectator | 4 Match Suspension | Yes |
| Match / Team / HV / HA Official | 6 Match Suspension | Yes |

|  |
| --- |
| ***Vilification*** |
| *Offense & Definition* | *Toward* | *Recommended Penalty* | *Immediately Referred To Tribunal* |
| Acting or speaking in such a way that threatens, disparages, vilifies or insults another person on the basis of that person’s age, gender, sexual orientation, physical or mental ability, race, culture or religion. | Match Participant (Player, Coach, Team Official) | 6 Match Suspension | Yes |
| Match Spectator | 6 Match Suspension | Yes |
| Match / Team / HV / HA Official | 7 Match Suspension  | Yes |

|  |
| --- |
| ***Violent Conduct*** |
| *Offense & Level* | *Toward* | *Recommended Penalty* | *Immediately Referred To Tribunal* |
| LEVEL 1Physical Conduct: Pushing, grabbing, tripping, etc.)  | Match Participant (Player, Coach, Team Official) | 2 Match Suspension | No |
| Match Spectator | 2 Match Suspension | No |
| Match / Team / HV / HA Official | 3 Match Suspension | No |
| LEVEL 2Attempted Strike: with body or implement (E.g. stick, ball, etc.) | Match Participant (Player, Coach, Team Official) | 6 Match Suspension | No |
| Match Spectator | 6 Match Suspension | No |
| Match / Team / HV / HA Official | 8 Match Suspension | No |
| LEVEL 3Striking: Open or closed fist, elbow, leg, etc or with use of an implement (E.g. stick, ball, etc) (Contact Made)  | Match Participant (Player, Coach, Team Official) | 8 Match Suspension | Yes |
| *Match Spectator* | *8 Match Suspension* |
| *Match / Team / HV / HA Official* | *10 Match Suspension* |

|  |
| --- |
| ***Misconduct - Other*** |
| *Offense* | *Recommended Penalty* | *Immediately Referred To Tribunal* |
| Constant/Repeated attempts to influence an officials decision  | Reprimand | No |
| Making public statements which are not fair, constructive or reasonable and involve a personal attack on another player, umpire, appointed official or administrator | 3 Week Suspension | Yes |
| Not leaving field of play when directed | 2 Match Suspension | No |
| Participation in a match in an unfit stateE.g. under the influence of alcohol or drugs | 4 Match Suspension | No |
| Unauthorised entry to field of play | 2 Match Suspension | No |
| Bringing the game into disrepute | 5 Match Suspension | No |
| Contempt of or shows contempt for the Tribunal and/or Tribunal or Appeals process  | $250 | No |

For clarity, Level 3 Offenses and charges of Vilification will be sent directly to a Tribunal for determination of guilt and penalty (if found guilty).

See the table below as an example:

|  |  |
| --- | --- |
| **Alleged Offence and Level: (Please use Appendix A and reference the relevant section)** | Violent Conduct, LEVEL 1 towards Match Participant  |