**APPENDIX 2:**

**INCIDENT RECORD**

***Completed by a member of The Wheel team***

|  |  |  |
| --- | --- | --- |
| **Date of Incident:** | **Time of Incident:** | **Location of Incident:** |
|  |  |  |
| **Participant reporting incident:** | **Participant’s Organisation (if any):** |
|  |  |
| **Other Participants (if any):** | **Participant’s Organisation (if any):** |
|  |  |
|  |  |
|  |  |
| **Details of the incident:** |
|  |
| **Wheel Signature:** | **Print Name:** | **Position:** | **Date:** |
|  |  |  |  |