

u3a Bromley Accident Reporting Form for an accident occurring in a member's home or outside and not in a venue.

1. Please note u3a Bromley Groups are responsible for recording accidents and injuries occurring to a Member during an activity.
2. You should use the Venue's Accident Book if you are at a Church Hall, using a public facility, Theatre, Sports Club, Pub, other social setting, etc. at the time of the accident.
3. Any completed forms should be sent by email to Pat Palmer (ppalmer@mjpnet.co.uk).

Name of injured person	Date/time of accident
Address of injured person	Where it occurred/how it occurred
Phone Number of injured person	Nature of injury
Any external action required e.g. taken to Hospital	Any on site action required e.g. dressing wound, period of rest, etc.
Witness details – name and role	Witness details – signature