Schedule 2: Complaint Form

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| **Internal Use Only** | | | |
| Name of person receiving Complaint |  | | Date Complaint Form  Received: / / |
| How was the Complaint received |  | | |
| **Complainant to Complete** | | | |
| Name of Complainant | ……………………………………………………..  ¨ Over 18 ¨ Under 18 ¨ Don’t know | | |
| Complainant’s contact details | Phone:  Email: | | |
| Complainant’s role/position within the Sport | ¨ Administrator (volunteer)  ¨ Parent  ¨ Spectator  ¨ Support Personnel  ¨ Official | ¨ Board/Committee member  ¨ Athlete/player  ¨ Coach/Assistant Coach  ¨ Employee (paid)  ¨ Other (Please Specify) | |
| Name of person complained about (**Respondent**) | ……………………………………………………..  ¨ Over 18 ¨ Under 18 ¨ Don’t know | | |
| Respondent’s role/position | ¨ Administrator (volunteer)  ¨ Parent  ¨ Spectator  ¨ Support Personnel  ¨ Official | ¨ Board/Committee member  ¨ Athlete/player  ¨ Coach/Assistant Coach  ¨ Employee (paid)  ¨ Other (Please Specify) | |
| Date/s of alleged breach/es by Respondent |  | | |
| Location/s of alleged breach/es by Respondent |  | | |
| Description of alleged breach by Respondent  *Please provide as much information as possible,* ***including details of who is involved, describe what happened and when, and how you found out about the breach*** *- attach further pages if necessary* |  | | |
| Witnesses (if any) | Did anyone else witness this alleged breach by the Respondent?  ¨ Yes ¨ No ¨ Not Sure  If 'Yes', please list the witnesses and their contact details (if known):  1. Name:  Phone:  Email: | | |
| 2. Name:  Phone:  Email: | | |
| 3. Name:  Phone:  Email: | | |
| Level of the Sport at which alleged breach occurred | ¨ NA level where they relate to behaviour, an incident or circumstances that occurred at or involve individuals in Elite Programs or operating at the NA level;  ¨ Netball Organisation level where they relate to behaviour, an incident or circumstances that occurred at or involve individuals operating at the Netball Organisation level; or  ¨ Affiliate level - where it relates to behaviour, an incident or circumstances that occurred at or involve individuals operating at the Affiliate level (Association/League/Club level). | | |
| Eligible policy that Respondent has allegedly breached  Sections allegedly breached |  | | |
| Does Complainant consent to alternative dispute resolution? | ¨ Yes ¨ No | | |
| Signed by Complainant | Signature:  Date: | | |