swimming australia

Confidential Record

Of MPP Complaint

CONFIDENTIAL RECORD OF COMPLAINT -MEMBER PROTECTION

Complainant Name:			
Age:		**Date Formal Complaint Received:** / /	
SAL/ASCTA Accreditation or Membership Details			
Swim Club:			
Role/Status *(in sport)*	☐ Administrator (volunteer) ☐ Athlete ☐ Coach/Assistant Coach ☐ Employee ☐ Other	☐ Parent ☐ Spectator ☐ Support Personnel ☐ Official	

Alleged Victim					
Full Name:					
Date of Birth:		**Sex:**		**Age at time of alleged offence:**	
SAL/ASCTA Accreditation or Membership Details					
Swim Club:					

Alleged Perpetrator					
Full Name:					
Date of Birth:		**Sex:**		**Age at time of alleged offence:**	
SAL/ASCTA Accreditation or Membership Details					
Swim Club:					

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Description of Alleged Issue (include particulars of date, who was involved/witnessed, what happened, where it happened, etc)

Nature of Complaint		
(Category / basis / grounds) Tick more than one box if necessary	☐ Harassment ☐ Sexual/sexist ☐ Sexuality ☐ Race ☐ Religion ☐ Pregnancy ☐ Disability ☐ Other	☐ Discrimination ☐ Selection dispute ☐ Personality clash ☐ Bullying ☐ Verbal Abuse ☐ Physical abuse ☐ Victimisation

Alleged Breaches of Member Protection Policy
[Detail sections of the Member Protection Policy that you believe that the behaviour/conduct/incident(s) may have breached]

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Methods *(if any)* **of attempted informal resolution**
Outcome the complainant is seeking
Support person (if any) and contact details
Formal resolution procedures followed (outline)
If investigated: Finding
If went to Hearing Tribunal: Decision, Action Recommended

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If mediated: Date of Mediation | Were both parties present | Terms of Agreement Any other action taken

If went to Appeal Panel: Decision | Action Recommended

Completed by:	**Name:**	
	Position in Organisation:	
	Signature:	Date:

Signed by:	**Complainant:**	
	Respondent	

This record and any notes must be kept in a confidential place and resolution of the Complaint notified to your relevant Member Association and Swimming Australia Limited. This record must be kept for a minimum of three (3) years.

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