

REPORT AN INCIDENT OR NEAR MISS



Use the QR code to report an incident or near miss that has occurred during a Scouting activity or on a Scouts NSW premises.

Provide as much information as you have available at the time of reporting. Not all fields need to be completed but the more information you can provide, the better.

- If someone has been hurt make sure to select “Yes” to the question ‘Did anyone get hurt or become ill?’ and provide the requested information about the injured person and their injury.
- If more than one person has been injured, submit a separate incident form for each injured person.

It should take less than five minutes to complete and submit an incident or near miss form.



Note: The information provided is transferred into the Scouts NSW Folio system. Once received it is reviewed and triaged to determine what action, if any, needs to be taken. To date, roughly 90% of reported incidents have required no further action. Where action is required either a member of the State Service Centre or Regional WHS representative will seek further information and make contact with the person who reported the incident and/or the injured party.