



LBJC Safe Sport Incident Reporting Procedures

LBJC encourages the reporting of all forms of misconduct. Reporting issues of misconduct to LBJC may be done using the LBJC Safe Sport Reporting Form below. The form can be either emailed to lbjc86@gmail.com, placed in the LBJC Boathouse mailbox, mailed to LBJC at 5318 E. 2nd St. PMB 366 Long Beach, CA 90803 or given to any coach or LBJC Board member.

Reporting of issues of misconduct may be made anonymously. However, LBJC encourages the complainant to provide enough detail to allow for a proper investigation, if required.

All reports of misconduct are initially treated as confidential. The confidential nature of a report is maintained until the complainant determines that he or she wishes the report to become a formal complaint.

All reports involving sexual misconduct will be submitted to the U.S. Center for SafeSport and local law enforcement.



LBJC Safe Sport Incident Reporting Form

DATE OF SUBMISSION: _____

SECTION I: This section is about the individual you are reporting. Please provide as much information as possible.

1. Name of Individual you are reporting (First & Last):
2. Age or approximate age:
3. Gender: Male / Female
4. Address (city and state required):
5. Position(s) this individual holds or held (please circle all that apply): Head Coach / Assistant Coach / Club Employee/ Volunteer / Official / Other / Not Sure
6. Club where individual works and/or volunteers or worked/volunteered previously:

SECTION II: This section asks questions about the incident or incidents you are reporting. Please provide as much specific information as you are able.

7. Type of offense (i.e. what happened?):
8. Where did the incident or incidents take place? (city, state and any other available location information):
9. Please describe what happened (including who, what, where, and when):



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SECTION III: This section is for information about the victim or victims. If you are the victim and wish to remain anonymous, you may do so. In that case, please enter only your age, city, state, and club affiliation.

10. Name:

11. Age (or approximate age):

12. Club affiliation (if any):

13. Contact phone number (Note, if this person is under 18, please provide contact information for his/her parent or guardian):

14. Contact e-mail address (if this individual is under 18, please provide contact information for parent or guardian):

15. Gender: Male / Female

SECTION IV: Your Information

You may remain anonymous if you wish. However, providing your information is helpful to a swift and effective investigation. A person reporting alleged misconduct should not fear any retribution and/or consequence when filing a report he or she believes to be true.

16. Name:

17. Phone number:

18. E-mail address:

19. Club affiliation (if any):

20. Relationship to victim (Please circle any that apply): Self / Parent / Guardian / Other Family Member / Friend / Acquaintance / Coach / Volunteer / Other / Prefer Not to Say

SECTION V: Other Information

21. If you have any other information that you feel would be helpful to an investigation of the alleged offense you have reported, please enter it here: