KINGSTON COLLEGE OF LONDON

Witness statement form

(May not be required in every disciplinary procedures)

Brief details of incident Please ensure you include the following information where possible: *Site; Location; Day, date, time; Damage to property if any; Injuries sustained if any; Emergency Services called if any; Name of person responsible – if known.*			
Name (please print):		**Date:**	
Signature:			
Address at which you can be contacted, including email address:			

Note:
This statement form must be signed and dated. This witness statement form may be used to support a disciplinary allegation against a student. It will, however, be kept strictly confidential to those taking part in any disciplinary hearing.