

Unusual Incident/Accident Report Form

Description: Accident is an event in which person(s) are exposed to and/or involved in a dangerous situation, whether anyone was injured or not. Unusual incident is defined as a behavior or situation, which is not part of the student's I.E.P. or Program Guidelines.

Copies of this completed form should be given to the 1st floor office (to place in student's file), the junior high principal, the person filing the report and each of the witnesses.

Date of incident/accident: _____

Individuals Involved (Contact information below):

Accident or Unusual Incident

Medical attention required? Yes No Who attended? _____

Ambulance needed? Yes No Who called? _____ When? _____

Police notified? Yes No Who called? _____ When? _____

Parents notified by _____ When? _____

Location of incident/accident: _____

Description of incident/accident: _____

Description of medical attention given: _____

School disciplinary action taken? Yes No By Whom? _____

Describe disciplinary action that was taken: _____

Name and position of reporter: _____

Signature: _____ Date: _____

Complete Witness Information Below

1) Name: _____
Address: _____ Apt: _____
City: _____ State: _____ Zip: _____
Phone: _____ Alt. Phone: _____
Signature: _____

2) Name: _____
Address: _____ Apt: _____
City: _____ State: _____ Zip: _____
Phone: _____ Alt. Phone: _____
Signature: _____

3) Name: _____
Address: _____ Apt: _____
City: _____ State: _____ Zip: _____
Phone: _____ Alt. Phone: _____
Signature: _____

4) Name: _____
Address: _____ Apt: _____
City: _____ State: _____ Zip: _____
Phone: _____ Alt. Phone: _____
Signature: _____

5) Name: _____
Address: _____ Apt: _____
City: _____ State: _____ Zip: _____
Phone: _____ Alt. Phone: _____
Signature: _____

6) Name: _____
Address: _____ Apt: _____
City: _____ State: _____ Zip: _____
Phone: _____ Alt. Phone: _____
Signature: _____