

**Newburg RII school district
ACCIDENT/INCIDENT REPORT
FOR STUDENTS AND NON-EMPLOYEES**

School _____ Date _____ Student ID# _____
 Student Name _____ Grade _____ Date of Birth _____
 Address _____ Phone _____

Accident Occurred: Time: _____
 1) Place Occurred: School Building _____ School Grounds _____ Before or after School _____
 Home _____ Between classes _____ Lunch _____ Other/off campus _____

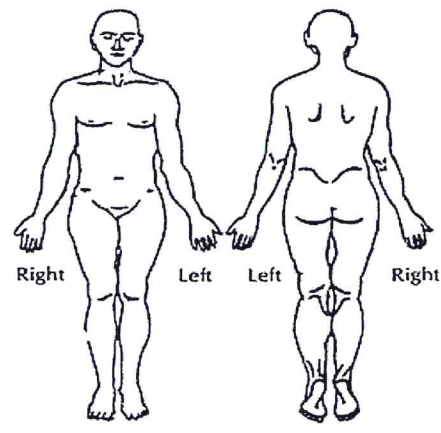
2) Who was in charge when accident occurred? _____ (name, title)
 Present at time of accident? Yes _____ No _____ Not Applicable _____

3) What action was taken immediately? Called 911 _____ Physician Referral _____
 First-Aid Treatment _____ Sent to School Nurse _____ Sent home w/ parent/guardian _____
 (Provide documentation in chronological order of what actions took place)

4) Who took this action? (name, title) _____

5) Was parent/guardian notified? Yes _____ No _____ By Whom _____
 Name of individual notified _____ Date _____ Time _____

- 6) Nature of Injury:
- | | |
|------------------|-------------------|
| Abrasion _____ | Bruise _____ |
| Burn _____ | Concussion _____ |
| Cut _____ | Fracture(s) _____ |
| Laceration _____ | Puncture _____ |
| Scratches _____ | Sprain _____ |
| Other _____ | Unknown _____ |



List Symptoms:

How did the accident happen? What was the student/person doing? What tools or equipment was being used? What unsafe acts, or unsafe conditions, if any, were involved? Be Specific:

7) Type of Activity Athletics _____ Intramural _____ PE _____ Recess _____
 Other _____

8) Remarks/Comments:

9) Reported By: _____ on _____ (M/D/Y)

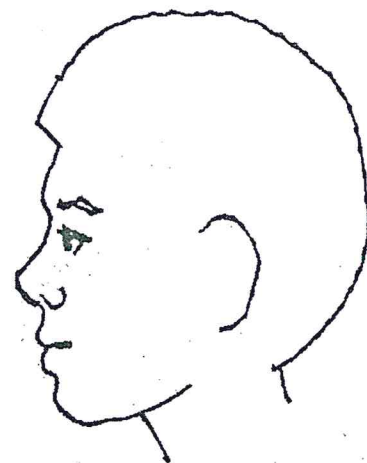
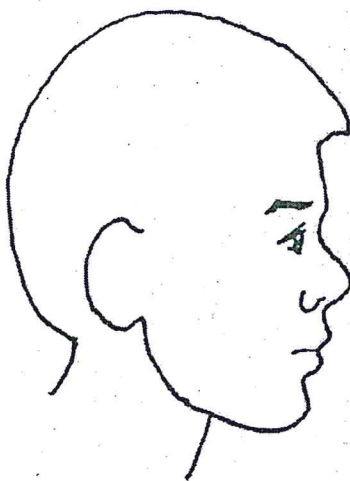
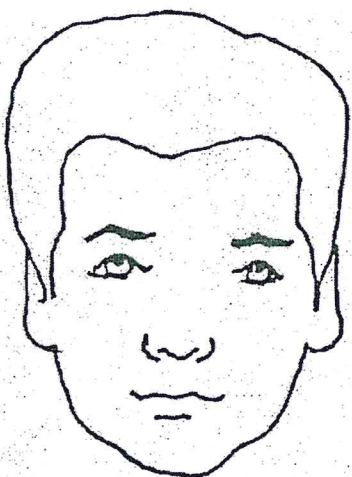
HEALTH SERVICES

Physical Condition Statement

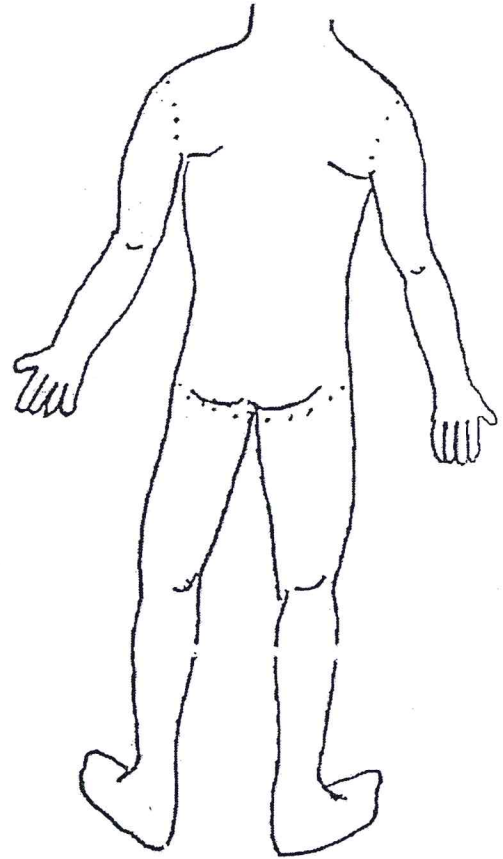
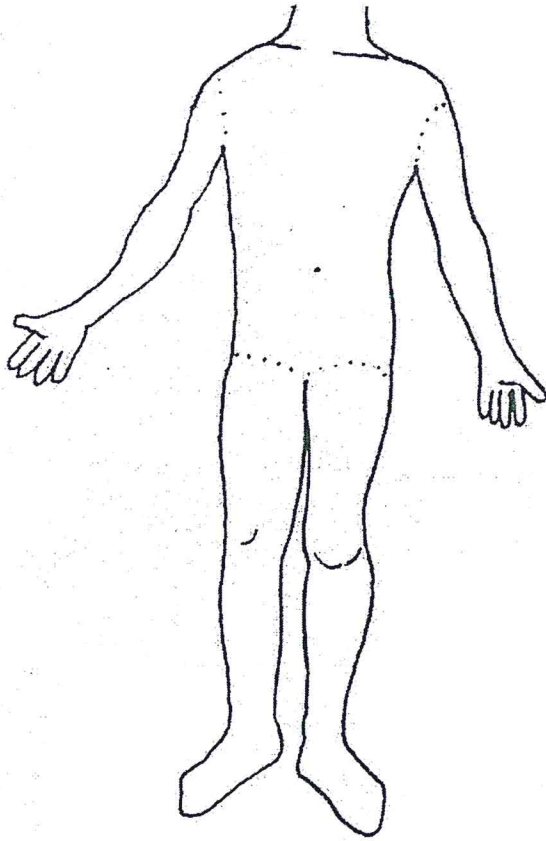
Date: _____ Time: _____ Student's Name:

Signature and Position of Person Making Report:

School: _____ Place of Observation:



Front View	Side View
Comments and Description of Injury:	Comments and Description of Injury:



Front View	Back View
Comments and Description of Injury:	Comments and Description of Injury: