

### SCHOOL ACCIDENT REPORT

Verbal notification should be made immediately to the proper school authority.  
WRITTEN REPORT MUST BE SUBMITTED TO THE PROPER SCHOOL AUTHORITY WITHIN 24 HOURS FOLLOWING ACCIDENT.

NAME OF PERSON INJURED \_\_\_\_\_ DATE OF ACCIDENT \_\_\_\_\_

EXACT PLACE OF ACCIDENT \_\_\_\_\_ EXACT TIME OF ACCIDENT \_\_\_\_ A.M. \_\_\_\_ P.M.

NATURE OF ACCIDENT \_\_\_\_\_

ACTIVITY ENGAGED IN \_\_\_\_\_

TEACHER/SPONSOR OF ACTIVITY \_\_\_\_\_

DISPOSITION OF INJURED PERSON (BE SPECIFIC) \_\_\_\_\_  TO DOCTOR  PARENT CAME FOR STUDENT

\_\_\_\_\_  TO NURSE  RETURNED TO ACTIVITY

\_\_\_\_\_  TAKEN HOME  OTHER \_\_\_\_\_

\_\_\_\_\_ SCHOOL INJURED PERSON ATTENDS

COMMENT:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE AND TIME OF FILING REPORT \_\_\_\_\_ PERSON FILING REPORT \_\_\_\_\_