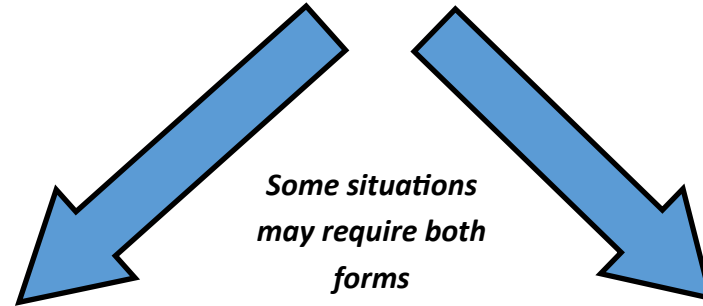




Health and Safety Incident Forms



Safe Schools Incident Report Form

- ♦ Involves a student in the school
- ♦ Witness or are part of an incident that could lead to suspension/expulsion
- ♦ Incident could involve either student-to-student or student-to-staff
- ♦ Complete immediately and inform an administrator
- ♦ Principal must provide a report back (electronic form or paper copy)

Employee Accident/Violent Incident Form

- ♦ If an employee is injured at work in any way (accident, slip-trip, student incident etc.)
- ♦ If an employee is “nearly injured” (near-miss)
- ♦ Form must be completed the same day as the incident and an administrator informed

**Form can be accessed through the Board Form's page under
Health and Safety*