

# Fight and Physical Altercation Report

## Basic Information

Date of Incident:

Time of Incident:

Location:

e.g., Cafeteria, Hallway

## Individuals Involved

Student 1 Name:

Grade/Class:

Student 2 Name:

Grade/Class:

Other Participants (if any):

Names and Grades

## Incident Details

Describe the Incident:

Provide a detailed account of what happened...

Immediate Actions Taken:

Describe the actions taken by staff or supervisors...

## Witnesses

Witness Names:

List staff and student witnesses

Witness Statements:

Summarize witness accounts...

## Injuries and Medical Attention

Injuries Sustained (if any):

Medical Attention Provided:

## Parent/Guardian Notification

Parents/Guardians Contacted:

Names and contact details

Time/Date of Notification:

Summary of Communication:

## Follow-Up Actions

Disciplinary Actions or Interventions:

Recommendations/Next Steps:

Report Completed by:

Name

Role/Title:

Date: