

# Playground Incident Report Form

**Date of Incident**

**Time of Incident**

**Location on Playground**

e.g. Near slide, swings

**Weather Conditions**

e.g. Sunny, Rainy

**Student(s) Involved**

List full names

**Staff Present**

List supervising staff

**Description of Incident**

Provide detailed description...

**Immediate Action Taken**

Describe any first aid, separation, etc.

**Witnesses (If any)**

List names and contact if needed

**Reported By**

Your name

**Date Reported**

**Follow-Up / Additional Notes**

Additional comments or follow-up actions