Standard 1 Creating and Maintaining Safe Environments

Appendix 25

diocese of **limerick**

A

Form for Dealing with Accidents/Incidents

(NBSCCCI 1.4B T1)

Group details
Name of group
Name of group leader
Names of others present
Accident details
Date and time of accident/incident
Name of person involved
Date of birth of person involved
Emergency contact details for the person involved (usually parent/guardian)
Name
Telephone number
Please describe the accident/incident that occurred (continue on separate sheet if necessary).
Action taken during and following the accident incident.
People contacted (include dates and times)
If medical attention was required, please note the name and address of the medical facility and the people who treated the person involved in the accident/incident.
Please detail any follow-up action required.
Name of person completing this form (print name)
Name of person completing this form (print name)
SignedDate