



FORM 12

Accident/Incident Form

Group details

Name of group _____

Name of group leader _____

Names of others present _____

Accident details

Date/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 _____

Phone 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)

Signed _____ *Date* _____