



# School District of Indian River County

6500 57<sup>th</sup> Street • Vero Beach, Florida, 32967 • Telephone: 772-564-3000 • Fax: 772-564-3054

David K. Moore, Ed.D. - Superintendent

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## Incident/Accident Report

Student accidents or workers' compensation injuries are to be reported on different forms. Here is a link [https://www.indianriverschools.org/departments/risk\\_management](https://www.indianriverschools.org/departments/risk_management) to report student or staff.

**Instructions:** On the lines below tell exactly what happened. Please make sure that you answer the four main questions; Who? What? When? Where?, and who else saw what happened? Submit the completed document to [Dist.CO.RiskManagementIncidents@indianriverschools.org](mailto:Dist.CO.RiskManagementIncidents@indianriverschools.org)

**When did it happen?** \_\_\_\_\_ **What happened?** \_\_\_\_\_

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**Where did it happen?** \_\_\_\_\_ **Specifically?** \_\_\_\_\_

**Who did it happen to?** Name: \_\_\_\_\_ Number: \_\_\_\_\_

Address: \_\_\_\_\_

**Who else saw what happened?** Name: \_\_\_\_\_ Number: \_\_\_\_\_

**Other witnesses?** Add others on the back Name: \_\_\_\_\_ Number: \_\_\_\_\_

**Medical treatment provided?** Ambulance/Which hospital?  
\_\_\_\_\_

**Submitted by:** Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Dr. Mara Schiff • Jacqueline Rosario • Laura Zorc • Teri L. Barenborg • Tiffany M. Justice  
District 1                      District 2                      District 3                      District 4                      District 5

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