

Incident/Accident Report

Peabody Parks, Recreation, & Forestry

* Required

1. Email address *

2. Name of staff member completing report *

3. All involved Participants First and Last Names *

4. Today's Date *

Example: January 7, 2019

5. Date of Accident/Incident *

Example: January 7, 2019

6. Time of Incident *

Example: 8:30 AM

7. Which recreation program did the incident/accident occur at? *

8. Specific Location of accident/incident *

Example: slide on playground at Raddin Road Park

9. Cause of Accident/Injury *

Mark only one oval.

- Accident: Fall
- Accident: Contact with object/person
- Incident: Illness or suspected COVID
- Incident: Behavior
- Other: _____

10. Location of Accident/Injury (on body)

11. Description of the accident/injury *

12. Immediate action taken by staff *

13. Follow up action taken by staff *

Check all that apply.

Called Recreation Programs Supervisor

Called parent/guardian

Called Police

Other: _____

14. Please upload relevant photos/documents to this accident/incident

Files submitted:

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