

Cal Young Middle School

Incident Report

Name: _____ Today's Date: _____

Grade: _____ Date of Incident: _____

Time of Incident: _____

Where did this take place? _____


Directions:

Think about what you are going to write about. Think about **who** was involved, **what** happened in detail, and **why** (to the best of your knowledge) you think this incident happened. PLEASE WRITE YOUR STATEMENT USING PROPER GRAMMAR AND PUNCTUATION. PLEASE WRITE NEATLY!

Return this completed form to the front office or any staff member.

Who was involved in (or witnessed) the incident?

What exactly happened (include as much detail as possible)?

Over 

What exactly happened (include as much detail as possible) continued.....

Why do you think this happened, what caused the incident?

How would you like an adult to help you?

Staff Member: _____ Date: _____

Notes/Resolution: _____
