



Stepping Stones Learning Center

5545 Brookview Drive
Sachse, Texas 75048
(972) 530-7840 (phone)
(972) 530-9795 (fax)

INCIDENT REPORT

Name: _____ Date: _____

Time of Incident: _____ AM _____ PM

Place that Incident Occurred:

Classroom Outside Bathroom Hallway Bus Other _____

Caregiver in Charge at Time of Incident:

Brief Description of Incident:

Scratch Fall Bump Scrape Bruise Bite Cut

Was First Aid Needed: Yes No

If Yes, Bandaid Ointment Ice Soap & Water Other _____

Was Parent Notified: Yes No

Teacher Signature: _____ Date: _____

Parent Signature: _____ Date: _____