

EBBB - ACCIDENT REPORTS

In the event of an accident on school grounds, the school district employee who witnessed or first responded to the accident must fill out an accident form within 24 hours of the accident. Such form then be filed with the Principal.

The forms are included as exhibits in the District Safety Plan adopted by the Joint Loss Management Committee. Once the applicable form is completed and approved by the Principal, it is sent to the SAU/Business Office. It will then be filed with the insurance company.

The procedures for accidents and accident reporting are to be reviewed annually by the Joint Loss Management Committee.

Legal References:

RSA 200, Health and Sanitation

N.H. Code of Administrative Rules, Section Ed 306.12, School Health Services

N.H. Code of Administrative Rules, Section Ed 311, School Health Services

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