



Safe and Caring Schools Incident Reporting Form – Part I

School Name		REPORT NO:	
Name of Students Involved <i>(if known)</i>			
Location of Incident	<input type="checkbox"/> At a location in the school or on school property (specify) <input type="checkbox"/> At a school related activity (<i>specify</i>) <input type="checkbox"/> On a School Bus (<i>specify route number</i>) <input type="checkbox"/> Other (<i>specify</i>)		
Date and Time	Incident Date:		Time:
Type of Incident (please check all that apply)			
Suspension a Principal shall consider (Education Act, Part XIII, Section 306(1))			
<input type="checkbox"/>	1. Uttering a threat to inflict serious bodily harm on another person	<input type="checkbox"/>	4. Swearing at a teacher or at another person in a position of authority
<input type="checkbox"/>	2. Possessing alcohol or illegal drugs	<input type="checkbox"/>	5. Committing an act of vandalism that causes extensive damage to school property at the pupil's school or to property located on the premises of the pupil's school
<input type="checkbox"/>	3. Being under the influence of alcohol	<input type="checkbox"/>	6. Bullying
Suspensions that may be considered (Education Act, Part XIII, Section 306(1)(7))			
<input type="checkbox"/>	1. Wilful destruction of school property; vandalism causing damage to school or Board property or property located on school or Board premises	<input type="checkbox"/>	10. Fighting
<input type="checkbox"/>	2. Use of profane and improper language	<input type="checkbox"/>	11. Possession or misuse of any harmful substances
<input type="checkbox"/>	3. Use of tobacco	<input type="checkbox"/>	12. Hate motivated violence
<input type="checkbox"/>	4. Theft	<input type="checkbox"/>	13. Extortion
<input type="checkbox"/>	5. Aid/Incite harmful behaviour	<input type="checkbox"/>	14. Distribution of hate material
<input type="checkbox"/>	6. Physical Assault	<input type="checkbox"/>	15. Inappropriate use of electronic communication/media
<input type="checkbox"/>	7. Being under the influence of illegal drugs	<input type="checkbox"/>	16. An act considered by the Principal to be a breach of the Board's or school's Code of Conduct:
<input type="checkbox"/>	8. Sexual harassment	<input type="checkbox"/>	Please specify the breach (30 characters max.)
<input type="checkbox"/>	9. Racial harassment		
Suspension pending possible expulsions (Education Act, Part XIII, Section 310(1))			
<input type="checkbox"/>	1. Possessing a weapon, including a firearm	<input type="checkbox"/>	5. Trafficking in weapons or in illegal drugs
<input type="checkbox"/>	2. Using a weapon to cause or to threaten bodily harm to another person	<input type="checkbox"/>	6. Committing robbery
<input type="checkbox"/>	3. Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner	<input type="checkbox"/>	7. Giving alcohol to a minor
<input type="checkbox"/>	4. Committing sexual assault		
Suspension pending possible expulsions (Education Act, Part XIII, Section 310(1)(8))			
<input type="checkbox"/>	1. Possession of explosive substance	<input type="checkbox"/>	2. An act considered by the Principal to be a Serious Breach of the board's or school's code of conduct: please specify the breach (30 characters max.)
Report Submitted By: Name:			
Signature:		Date:	
Contact Information Location :		Telephone:	