

EMPLOYEE ACCIDENT REPORT PUPIL ACCIDENT REPORT

Building administrators are responsible for the safety of pupils and employees working under their direction. The administrator shall investigate any injury to an employee or pupil which occurs during the workday or school day. An Employee Accident Report Form or Pupil Accident Report Form shall be filed with the superintendent within five (5) working days of the date of any injury,

Adopted: February 14, 1995
