

Monument School District 8

Code: EBBB
Adopted: 2000
Orig. Code: EBBB

Accident/Incident Reports

Accidents/Incidents will be reported immediately to a supervisor.

Written reports will be submitted within 24 hours to the office on all accidents/incidents occurring on district premises, in district vehicles, at a district-sponsored activity or involving staff members who may be elsewhere on district business. Reports will cover property damage as well as personal injury.

In the event of an accident or injury resulting in an overnight hospitalization whereby medical treatment other than first aid is provided, the superintendent shall inform the Oregon Occupational Safety and Health Division (OR-OSHA). A report will be made within 24 hours after notification of an accident or injury.

Fatal accidents shall be reported within eight hours.

ALL accidents/incidents will be promptly investigated. As a result of the investigation any corrective measures needed will be acted upon.

Records will be maintained.

The Board will receive reports on serious accidents/incidents as well as on the measures being taken to prevent such accidents/incidents in the future.

END OF POLICY

Legal Reference(s):

[ORS 339.309](#)

[OAR 437-001-0015](#)

[OAR 437-001-0700](#)

[OAR 437-001-0760](#)

[OAR 581-022-2225](#)

Cross Reference(s):

GBE - Staff Health and Safety