

Eastside Literacy
Student Handout – **Accident Reports**

Accident Report – Simple

Who

Name	Date	Time	Witness

Description

What happened?
Where did it happen?

2. Accident Report – Detailed

Who

Name	Date	Time	Witness to the accident

Description

Nature & extent of injury
Exact location
What was the person doing at the time of the accident?
What caused the injury?
Describe in detail how the accident occurred.

3. Completed Accident Report

Who

Name <i>Mary Jones</i>	Date <i>6/15/03</i>	Time <i>2:15</i> <i>p.m.</i>	Witness to the accident <i>James Smith</i>
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Description

Nature & extent of injury <i>Broken leg</i>
Exact location <i>Kitchen</i>
What was the person doing at the time of the accident? <i>Mary was cleaning the prep area.</i>
What caused the injury? <i>The wet floor.</i>
Describe in detail how the accident occurred. <i>Mary was cleaning the prep area</i> <i>and slipped on the wet floor.</i>