

Dear Parents/Carers,

As part of our Safeguarding Children Policy, we ask that all parents/carers whose children suffer an injury outside of school e.g. – a cut knee from falling off their bike, a bruised leg from a football match etc. would fill in an Injury on Arrival Form as seen below. It is paramount that we receive the form when the child next attends school.

If you have any questions regarding this form, you can contact me direct.

Yours sincerely

Miss R Mills

Executive Headteacher

Injury on Arrival Form

Child's Name _____

Date _____

Injuries _____

Date of Injury/Injuries _____

Time if Injury/Injuries _____

Colour of Mark _____

Location on Child's
Body _____

Description of how Injury/Injuries
occurred _____

Parent/Carer Signature _____

Staff Signature _____

Date & Time _____