



2106 Old Spartanburg Rd | Greer, SC 29650  
ph: 864.244.0504 | fax: 864.498.1569



Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

Details of Incident:

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Action Taken:

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Director's Signature: \_\_\_\_\_

Follow Up:

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