

Critical Incident Action Form

Relevant Standards

SRTO 2015: 8.5
 The National Code 2018: 6.8. 6.9
 Occupational Health and Safety Act 2004 and subordinate regulations

Linked Documents

Critical Incident Policy
 Health and Safety Policy and Procedure
 Student Manual and Handbook
 Staff Handbook and Handbook

Person reporting the incident to complete:

Incident			
Person(s) Affected			
Place Date Time			
Person Reporting			

Context/Background	Particulars (Use additional sheets if needed)	Action	
		Required	Taken
Signature		Date:	
Forwarded To			

ADMIN use only

Received by		Date:
Remedial Actions Taken		
Further Action if External Counselling is Needed		
Completed by		Date: