



North East School Division Accident Report Form

Phone numbers: Police/Fire/Ambulance: 911	NESD Office: 1-306-752-5741 NESD Transportation: 1-306-873-4555	Report Accident to SGI Claim Center: 1-800-667-5030
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When an accident occurs:		
<ul style="list-style-type: none"> Remain calm Get to a safe place Check for injuries Call police/fire/ambulance 	<ul style="list-style-type: none"> Gather information for report Call NESD DO NOT ADMIT RESPONSIBILITY 	<ul style="list-style-type: none"> Take pictures: license plate, other driver/passengers, damage, scene

Driver and vehicle information:	NESD Vehicle/Bus/Van/MFSAB	Other Vehicle
Vehicle plate or bus #		
Damages caused by accident		
Driver and apparent injuries		
Passengers and apparent injuries		
(Use other side if necessary)		

Other vehicle:		
Make, Model, Year	Driver Name, Address, Phone	Owner Name, Address, Phone

Police and witnesses not involved in the accident:		
Police: Name, Badge No., Detachment	Witness: Name, Address, Phone	Witness: Name, Address, Phone

Accident details:	
Date/Time of accident:	Location of Accident:
Weather conditions:	Road conditions:

What happened: Also sketch accident scene on other side

Office use only		
NESD File #:		
SGI File #:		
Police File #:		January 2019