

DIOCESE OF DES MOINES
Catholic Schools Policies/Regulations

STUDENT PERSONNEL

Incident Involving Health and Safety

It shall be the policy of the Diocesan Catholic Schools Office, under the aegis of the Bishop, that all schools make and permanently retain adequate documentation of all incidents involving health and safety of students for the protection of all. Incident and Accident Form (Regulation 472.1) must be completed immediately following an incident or accident.

These records must be available to school administrators and stored in the administrative offices of the school.

An incident is defined as: An action or episode involving persons that may have serious results. They may involve but are not limited to: a) an action which creates an unsafe, unhealthy or uncomfortable situation; b) an action which violates the rules, policies or regulations of the school, parish or diocese.

Policy Adopted: May 17, 1999

Policy Revised: May 19, 2008

Policy Reviewed: January 30, 2020