

Section 3: Example Incident Form to be used when a child or young person self-harms

Incidents of self-harm should be logged on, for example, on CPOMS in schools, other multi-agency partners to ensure they are logging incidents and notifying relevant partners. Below is an example of a form that could be used.

School / Organisation		Date of Report:		
Young person's name:		Age:		Gender:
Special needs:				Year:
Staff member:		Role:		
Date of incident:		Time of incident:		
Details of incident				
Action taken by a member of staff				
Decision made with respect to contacting parents and reasons for the decision				
Follow-up action required and timescales				
Signature:		Role:		

