



## Paso Robles Joint Unified School District Emergency Incident Report (EIR)

**Email subject line:** “Emergency Incident Report \_\_\_\_\_”

**EIR author:** \_\_\_\_\_

**Contact Phone #(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Time:** \_\_\_\_\_ (time of incident)

**Time reported to school:** \_\_\_\_\_

**Location:** \_\_\_\_\_  
(School site or street intersection)

**Student(s) involved:** \_\_\_\_\_  
(Yes or No, with details - do not include names)

**Injuries:** \_\_\_\_\_  
(Yes or No, with details)

**Emergency personnel contacted:** \_\_\_\_\_  
(9-1-1, Law Enforcement, Medical Personnel, or N/A, with details)

**Parents notified:** \_\_\_\_\_  
(Yes, No, or N/A, with details)

**Incident point person:** \_\_\_\_\_  
(Name of Principal or Assistant Principal)

**Brief narrative** (In paragraph form describe incident or disturbance. IF you are including an additional page, state here):

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**EMAIL THIS REPORT TO:** eir@pasoschools.org and School Site Principal