



THE TABERNACLE

LOVE GOD. LOVE PEOPLE. MAKE DISCIPLES.

Incident Report - January 2021

TIME AND PLACE OF INCIDENT	Date of incident: _____ Time: _____ AM PM Where did the incident occur? _____ Address (if not on campus): _____ _____ Supervisor in Charge: _____
PERSON(S) INVOLVED	Name: _____ Address: _____ If a minor, Age: _____ Parent/guardian name: _____ Telephone: _____ Email address: _____ Name: _____ Address: _____ If a minor, Age: _____ Parent/guardian name: _____ Telephone: _____ Email address: _____
DESCRIPTION OF INCIDENT	_____ _____ _____ _____ _____ _____ _____
WITNESS(ES)	Name: _____ Address: _____ Telephone: _____ Email address: _____ Name: _____ Address: _____ Telephone: _____ Email address: _____
REPORT COMPLETED BY	Name of person completing report (print): _____ Signature: _____ Date : _____

All incidents are expected to be reported within twelve (12) hours.

All information should remain confidential at all times.

If additional space is needed for person(s) involved to complete the form, attach additional sheet(s).

To file an incident report: The completed form should be sealed in an envelope and given immediately to a Campus Pastor, Executive Director or Executive Pastor. If none of those individuals are available, you will need to notify the Executive Director via email to executivedirector@thetabchurch.com with the location of the sealed envelope. A form can be requested in person at the campus offices or on the website under Inside the Tabernacle. All incidents are expected to be reported within twelve (12) hours and all information should remain confidential at all times.

Internal Use Section

What action was taken? _____

Plan (if any) for future follow-up? _____

Completed by (print): _____ Signature: _____