




San Diego Unified School District
Monroe Clark Middle School

TEACHER EMERGENCY REPORT FORM

Teacher Name _____


Room Number _____


Your Name if Substitute _____

Place an X here if teacher has no student this period 

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Names of adults with you and your class — include aides, parents, etc.

Total number of students on your roster this period 

Place an X here if all students are present 

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Names of absent students:

Names of students missing from assembly area — these students were in class at the beginning of the period and are not in your area — please report where they may be — for example — restroom, nurse, counseling or unknown:

Names and location of injured persons:

Names of students under your supervision who are not on your roster:

