

# Reporting head injuries

Follow these reporting requirements and procedures for head injuries.

Parent(s)/caregivers and the principal must be notified of all head injuries, even “minor” ones.

The child or young person will need to be monitored for delayed concussion.

A serious head injury that requires a person to have immediate treatment (other than first aid) must be reported to WorkSafe New Zealand by the principal using the fastest means available:

- telephone 0800 030 040
- complete the online [Notifiable Event notification](#).

**[Injury and illness management](#)** – Ministry of Education information for schools and early learning services.

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