Road Traffic Collision / Accident

(Personal Injury / Fail to Stop)

Self Reporting Scheme

If you wish to report a Personal Injury Collision / Accident:

Please answer Questions 1 or 2 or 3 as appropriate **AND** fully complete Sections 4 and 5 of this form.

You must sign and date declaration section 4.

When finished, please return the form to the Reception Staff / Volunteer.

If you wish to report a Damage Only Collision / Accident where the other Party has Failed to Stop, or has NOT exchanged names and addresses:

Please complete Section 4 ONLY of this form.

When finished, please return the form to the Reception Staff / Volunteer.

This form can be used to record details of two vehicles. If the accident involves three or more vehicles, please use another form and amend accordingly.

When completing this Self-Reporting Form, please provide as much information as possible.

All Personal Injury Collisions / Accidents require that the Accident Statistics pages at the end of this report must be completed.

These pages are essential and are used by the Department for Transport, Transport for London, London Accident Analysis Unit and the MPS Traffic Criminal Justice Unit for analysis purposes.

Road Traffic Collision / Accident Report

Please complete in black ink	Tick boxes as applicable
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Question 1.

Do you (or the Person injured) have a Medical Certificate relating to the injuries?

If yes, please complete Section 1 AND Sections 4 and 5 of this form. If no, please go to Question 2.

Section 1

To be completed by person reporting if there is a medical certificate relating to the injuries sustained:

WITNESS STATEMENT

Statement of:	
Age if under 18:	(if over 18 insert 'over 18')
Occupation:	
This statement consisting of one (1) page each	h signed by me is true to the best of my knowledge and belief and I make
it knowing that, if tendered in evidence, I shal to be false, or do not believe to be true.	l be liable to prosecution if I have wilfully stated anything which I know
Dated:	
Signature:	
The collision occurred on (date)	at (time)
at (location)	
Please give name of Casualty 1:	Date of Birth
Address:	Telephone No:
Ethnicity (please see page 19 for details)	
Index number of your vehicle (Vehicle 1)	
Please give name of Casualty 2:	Date of Birth
•	Telephone No:
	-
	cle 2)
What was the injury diagnosed as a result of	f this collision:
, , ,	Casualty 2:
Place of issue of medical certificate:	, — — — — — — — — — — — — — — — — — — —
	Casualty 2:
Date of issue of medical certificate:	Ousduity 2.
	Casualty 2:
Name of Doctor issuing certificate:	
Casualty 1 detained in hospital: Yes No	Which Hospital:
Casualty 2 detained in hospital: Yes No	Which Hospital:
Signature	Print name

Question 2.

Have you (or the Person injured) received medical treatment but there is no medical certificate? If yes, please complete Section 2 AND Sections 4 and 5 of this form. If no, please go to Question 3.

Section 2

To be completed by person reporting if medical treatment has been received but there is no medical certificate relating to the injuries sustained.

WITNESS STATEMENT

Statement of:	
Age if under 18:	(if over 18 insert 'over 18')
Occupation:	
	n signed by me is true to the best of my knowledge and belief and I make I be liable to prosecution if I have wilfully stated anything which I know
Dated:	
Signature:	
	at (time)
	Date of Birth
Address:	Telephone No:
Ethnicity (please see page 19 for details)	
Index number of your vehicle (Vehicle 1)	
Please give name of Casualty 2:	Date of Birth
Address:	Telephone No:
Ethnicity (please see page 19 for details)	
Index number of other vehicle concerned (Vehic	cle 2)
What was the injury diagnosed as a result of	this collision:
Casualty 1:	Casualty 2:
I fully declare that the above injured person(s)	have received medical treatment as a result of this collision as follows:
Place of medical treatment:	
	Convolter 2:
Casualty 1:	Casualty 2:
Date of medical treatment:	
Casualty 1:	Casualty 2:
Time of medical treatment:	
Casualty 1:	Casualty 2:
Casualty 1 detained in hospital: Yes No	Which Hospital:
Casualty 2 detained in hospital: Yes 🔲 No	Which Hospital:
Signature	Print name

Question 3.

Have you (or the Person involved) been injured but have not received medical treatment?

If yes, please complete Section 3 AND Sections 4 and 5 of this form.

Section 3

To be completed if the Injured Person has not received medical treatment and is unable to verify the injury:

WITNESS STATEMENT

Statement of:	
Age if under 18:	(if over 18 insert 'over 18')
Occupation:	
	ach signed by me is true to the best of my knowledge and belief and I make hall be liable to prosecution if I have wilfully stated anything which I know
Dated:	
Signature:	
The collision occurred on (date)	at (time)
at (location)	
Please give name of Casualty 1:	Date of Birth
Address:	Telephone No:
Ethnicity (please see page 19 for details)	
Index number of your vehicle (Vehicle 1)	
Please give name of Casualty 2:	Date of Birth
Address:	Telephone No:
Ethnicity (please see page 19 for details)	
Index number of other vehicle concerned (Ve	ehicle 2)
What was the self-diagnosed injury as a resu	It of this collision:
Casualty 1:	
Signature	Print name

Section 4

To be completed in ALL cases

Once completed, please ensure that you have signed and dated your report at the bottom of page 7

WITNESS STATEMENT

Age if under 18:	
Occupation:	
	e is true to the best of my knowledge and belief and I mak o prosecution if I have wilfully stated anything which I know
Dated:	
Signature:	
A . Details of the Collision	
Date of collision / accident:	Time:
Exact location of collision including junctions and post cod	e:
Surname:	First name:
Title: (Mr./Mrs./Miss/Ms.)	Date of birth:
Private Address:	Business Address:
Post code:	Post code:
Telephone No. (Home):	Telephone No.:
Telephone No. (Mobile):	
Email Address:	Email Address:
B. Details of your vehicle (Vehicle 1)	
Make and Model:	Colour:
Registration Mark:	Plate No. (if cab):
Are you the owner of the vehicle? Yes No	Are you the driver of the vehicle? Yes No
If 'NO', please state name and address of the Registered Kee	eper and name and address of the driver:
Details of damage to your vehicle / property:	

C. Other Vehicles Involved (if known)

(Vehicle 2)

Name: (*Mr. / Mrs. / Miss / Ms.)	
Address:	
Telephone No.:	
Vehicle Registration Mark:	Make, Model and Colour:
Damage:	
Name and address of driver of Vehicle 2 if diffe	erent:
D. Please state fully what happened	
E. Witnesses Please give names, addresses and telephone	ne numbers.
State whether witnesses are independent o	

or exchange particulars of Name, Address and Re	gistration Mark.
	*Inaudible □ Clear □ Loud □ Very loud □ *YES □ NO □
If 'YES', describe what he or she did, e.g., sat in car, got out	of car, stopped for a moment and then drove off, etc.
If 'NO', give reasons why you believe the other driver knew a and accelerated away quickly, other vehicle sustained damage	
Was there any conversation between you and the other drive Did you ask the other driver for his / her name and address? If 'YES', was it? *Supplied □ Refused □ Request ignored.	*YES □ NO □
Describe briefly the other driver involved, <i>i.e.</i> , sex, age, height distinguishing features. Say whether you would be able to id	•
Was the driver of the other vehicle the sole occupant of the vehicle attend the scene while you were still there? If 'YES', had the vehicles been moved before police arrive.	*YES □ NO □ ed? *YES □ NO □
Was the registration mark of the other vehicle recorded by you at the time of the collision? If 'NO', provide the name and address of the person who record of the collision / accident.	
NB: The original note of the registration mark of the other in a safe place and be kept for production at court if required	-
Please note: Without the FULL registration mark, Police will	be unable to investigate this matter further.
Court Declaration	
Are you willing to attend court to give evidence in this case YES	f necessary?
NO L	
Are you reporting this collision for insurance purposes only? YES \square	
NO	

This section needs to be completed if the other driver(s) involved in the collision failed to stop and/

F.

G. Plan of Collision / Accident

Please draw a sketch of the collision / accident showing positions of vehicles 1 and 2, direction of travel, street names, road signs, crossings, bollards, etc. It would be helpful if you could indicate NORTH.

To be signed and dated by the person making this report						
Signature	Print Name	Date				

Section 5 Accident Statistics

This section of the form should only be completed for accidents or collisions where anyone was INJURED, including:

- drivers or riders
- passengers
- pedestrians
- cyclists

- Please use black ink
- Where the possible answers are listed, **please mark X** in the appropriate box. Please mark one box only per question, unless advised otherwise.
- Please complete ALL the questions. Even if a question does not appear to be relevant, you will find a 'NO' or NOT APPLICABLE' or DON'T KNOW box to mark in every case.

Privacy statement

The information given on this form, which does not include your identity, will be shared with local and national agencies for statistical and road safety purposes.

Infor	mation about the collision				
1.14	Thinking about where the collision happen what type of road is it?	ied,	1.20a.	Within 50 metres of where the collision to place, was there any pedestrian crossing prontrolled by any authorised person?	
	Roundabout (including mini-roundabout, motorway gyratory system, etc)			NB. 50 metres is about half the length o football pitch.	f a
	One-way street (even if a contraflow bus lane or cycle lane present)			None within 50 metres	
	Motorway or Dual carriageway (opposing carriageways physically separated)			Uniform school crossing patrol ('lollipop' man or woman)	
	Single carriageway (ordinary two-lane road)			Controlled by Police Officer or Traffic Warden	
	Slip road (dedicated to getting traffic from one road to another)			Don't know	
	Not known		1.20b	Was there any kind of pedestrian cross facility within 50 metres of where the collictook place?	_
				No pedestrian crossing facilities within 50 metres) 🗆
				Zebra crossing	
				Pelican, puffin, toucan or similar non- junction pedestrian light crossing	
				Traffic lights at junction with red / green man for pedestrians	
				Footbridge or subway	
				Central refuge / island for pedestrians, without any other controls or road markings	
				Don't know	
1.15	SPEED LIMIT (M.P.H.):				

1.16	If the collision took place at a road junction, within 20 metres of a road junction, please s what type of junction it was	
	NOT at or within 20 metres of a road junction	
	Roundabout	
	Mini-roundabout	
	T-junction or staggered junction	
	Slip road entry or exit	
	Crossroads	
	Multiple junction where more than 4 roads meet	
	Private driveway or entrance (only if being used at the time by a vehicle involved in the collision)	
	Other type of junction	
	Don't know	
1.17	What type of traffic control was there at that junction?	
	Police Officer, Traffic Warden or other authorised person	
	Traffic lights	
	·	
	Traffic lights	
	Traffic lights 'Stop' sign	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	
	Traffic lights 'Stop' sign 'Give Way' sign or no control at all	

1.22	What were the weather conditions at the tirof the collision?	me
	Please choose one phrase from the list belt that best describes the weather conditions the time.	
	Fine - no high winds	
	Raining or drizzling - no high winds	
	Snowing - no high winds	
	Fine with high winds	
	Raining or drizzling with high winds	
	Snowing with high winds	
	Fog or mist (if you consider it was a hazard)	
	Other weather	
	Don't know	

1.23	What was the condition of the road sur where the collision took place?	rface	1.24	Were there any of the following problems the scene of the collision (whether you feel t contributed to the collision, or not)?	
	Please select one only			None	
	Dry				
	Wet / Damp			Traffic lights (including pedestrian crossing lights) not working at all	
	Snow			Traffic lights (including pedestrian crossing lights) not working properly	ı 🗆
	Flood (surface water over 3cm)			Road signs or markings not properly visible	
	Don't know			Roadworks	
				Road surface broken or defective, eg cracks, potholes	
				Oil or diesel on the road	
				Mud on the road	
				Don't know	
1.21	What were the light conditions at the tin the collision?	ne of	1.25	Was there anything unexpected or unusua the carriageway at the time of the collision	
	Daylight street lights present			None	
	Daylight no street lighting			Dislodged vehicle load in carriageway	
	Daylight street lighting unknown			Other object in carriageway	
	Darkness street lights present and lit			Vehicles involved with a previous collision	
	Darkness street lights present but unlit			Pedestrian (not injured / not involved in collision)	
	Darkness, no street lighting			Animal/s (not ridden horse)	
	Darkness street lighting unknown			Don't know	

	Information about vehicles involved		2.6	Was the		
	If only one vehicle was involved, please your answers in the Vehicle 1 column for each question.			towing		
	If two vehicles were involved, use the \ 1 and Vehicle 2 boxes only.			Not tow		
	Please use the Vehicle 1 box for you	ır o	wn			Articula
	vehicle.					Double
	If you were a PEDESTRIAN, please u Vehicle 1 box for the vehicle that hit y					Caravar
2 20	Did any of the vehicles have for			ı		Single to
2.28	Did any of the vehicles have for registration marks / number plates?	ore	ign			Other to
		Vel	nicle			Don't kr
	Not foreign registered	1	2		Info	rmation a
	Foreign vehicle left-hand drive					
	Foreign vehicle right-hand drive				2.21	Was the female?
	Foreign two-wheeled vehicle					
2.5	What type of vehicle was each one?	Veh	icle			Male
		1	2			Female
	Pedal cycle Motorcycle 50cc or under					Don't kn
	Motorcycle 51cc to 125cc					stop, or unattend
	Motorcycle 126cc to 500cc	П	П			- directorit
	Motorcycle over 500cc					
	M/C unknown cc					
	Taxi / Private hire car					
	Car					
	Minibus (8 - 16 passenger seats)					
	Bus or coach (17 or more passenger seats)					
	Other motor vehicle					
	Other non-motor vehicle					
	Ridden horse					
	Agricultural vehicle (includes tractors, diggers etc)					
	Tram / Light rail					
	Goods vehicle (under 3.5 tonnes)					
	Goods vehicle (3.5 up to 7.4 tonnes)					
	Heavy goods vehicle / lorry (7.5 tonnes or more)					
	Goods vehicle unknown weight					
	Don't know vehicle type					

2.6 Was the vehicle an articulated lorry, o towing anything?	r was it
	Vehicle 1 2
Not towing or articulated	
Articulated lorry	
Double or multiple trailers	
Caravan	
Single trailer	
Other tow	
Don't know	
Information about drivers / riders of the veinvolved	hicles
2.21 Was the driver / rider of the vehicle female?	male or
	Vehicle
Male	1 2
Female	
Don't know - eg driver / rider did not	
stop, or vehicle parked and unattended	
stop, or vehicle parked and	

Did the driver stop at the scene accident?		Whereabouts was each vehicle in rela any junction (check back to 1.16). We collision took place?	
	Vehicle		Vehicle
Not hit and run	1 2		1 2
Hit and run		Not at, or within 20 metres of junction	
Non-stop vehicle not hit		Approaching junction, or waiting / parked at junction approach	
At the time of the collision, do you the purpose of each driver's / rider's jo		Cleared junction or waiting / parked at junction exit	
	Vehicle	Leaving roundabout	пп
Journey as part of work,	1 2		
eg business trip, taxi-driver, etc		Entering roundabout	
Commuting to or from usual place of		Leaving main road	
work		Entering main road from side road	
Taking pupil/s to or from school Pupil riding or driving self to or from		Joining main carriageway from slip road	
School Other / not known		In middle of junction, on main road or roundabout	
		Don't know	

Information about the movements of the vehicles involved in the collision

2.9 Whereabouts was each vehicle at the time of the collision? Vehicle 2 On main carriageway and not in restricted lane Tram / Light Rail track Bus lane Busway (including guided busway) Cycle lane Cycleway or shared footway (not part of main carriageway) On lay-by or hard shoulder Entering lay-by or hard shoulder Leaving lay-by or hard shoulder Footway / pavement Don't know

	Vehicle
Reversing	1 2
Parked	
Waiting to go ahead but held up	
Slowing or stopping	
Moving off	
U-turn	
Turning left	
Waiting to turn left	
Turning right	
Waiting to turn right	
Changing lane to left	
Changing lane to right	
Overtaking moving vehicle on its offside	
Overtaking stationary vehicle on its offside	
Overtaking on nearside	
Going ahead - left hand bend	
Going ahead - right hand bend	
Going straight ahead - other	
Don't know	пп

2.11	Did any of the vehicles skid or jack-k overturn? (Either as a cause or a re the collision)		2.14	If the vehicle went off the road, did it of these objects off the carriageway?	hit any	
		Vehicle		If more than one object was hit, please below for the object hit FIRST	e answer	
	No skidding, jack-knifing or				Vehicle 1 2	
	overturning			None		
	Skidded			Road sign or traffic signal / traffic		
	Skidded and overturned			lights		
	Jack-knifed			Lamp post		
	Jack-knifed and overturned			Telegraph pole or electricity pole		
	Overturned			Tree		
	Don't know			Bus stop or shelter		
2.12	Did the vehicle hit any of the following of in the carriageway (does not in			Central crash barrier on dual carriageway or Motorway		
	pedestrians) If more than one object was hit, please a	answer		Other crash barrier on either side of the carriageway		
	below for the object hit FIRST	Vehicle		Water which submerged the vehicle completely		
		1 2		Ditch or other shallow water		
	None Vehicles involved in a previous			Some other permanent object - including railings, banks, etc.		
	collision which were still on the carriageway			Don't know		
	Roadworks		2.16	Where on the vehicle was the first p	oint of	
	Parked vehicle(s)			impact?	Malatala	
	A bridge crossing the carriageway				Vehicle 1 2	
	(roof) A bridge crossing the carriageway	ПП		Nothing hit		
	(side)			Front of vehicle		
	Any bollard or refuge at the side or in			Back of vehicle		
	the middle of the carriageway			Driver's right-hand side (offside)		
	The open door of a vehicle			Driver's left-hand side (nearside)		
	Central island of roundabout			Don't know		
	The kerb of the carriageway (not speed humps)					
	Any other object					
	Animals, except ridden horse					
	Don't know					

2.13	As a result of the collision, did any vehicles actually leave the carriageway going off the road?						
		Vehi	icle				
		1	2				
	Did not leave the carriageway	Ш					
	Went off carriageway on nearside (driver's left-hand side)						
	Went off carriageway on nearside (driver's left-hand side) and rebounded / bounced off something, then returned to carriageway						
	Left carriageway straight ahead at junction						
	Went off dual carriageway offside (driver's right-hand side) onto central reservation						
	Went off carriageway (driver's right- hand side) onto offside central reservation and rebounded, then returned to carriageway						
	Went off carriageway offside (driver's right-hand side) and crossed central reservation onto opposite carriageway						
	Went off single carriageway offside (driver's right-hand side)						
	Went off single carriageway offside (driver's right-hand side) and rebounded, then returned to carriageway				Infor	mation about the casualties	
	Don't know				IIIIOI	mation about the casualties	
				•	3.6	Casualty Class	
							Casualty
							1 2
						Driver or rider	
						Vehicle or pillion passenger	
						Pedestrian	
					3.13	If the casualty was a child aged 1 under, was he / she a pupil travell way to or from school?	
							Casualty
						V	1 2
						Yes	
						No	
						Don't know / not applicable	

	3.15	Was the casualty a passenger in a TAXI (not the driver)?	CAR or
			Casualty
		Not a car passenger	1 2
		Front seat passenger	
		Rear seat passenger	
		Unknown	
	3.16	Was the casualty a passenger in a COACH or TRAM (not the driver)?	BUS or
			Casualty
		Not a bus or coach passenger	1 2
		Getting on the vehicle (boarding)	
		Getting off the vehicle (alighting)	
		Standing in the vehicle	
		Seated in the vehicle	
		Don't know	
3.10 Where was the pedestrian when the collision happen	ned?		
In answering the following questions, please use the Sused for that person in the earlier questions above.	SAME	COLUMN for the pedestrian casualty	that you
			Casualty
Crossing road on pedestrian crossing			1 2
Crossing road within zig-zag lines before the crossing			
Crossing road within zig-zag lines after the crossing			
Crossing road within 50 metres of pedestrian crossing	I		
Crossing road more than 50 metres away from pedest	rian c	rossing	
On footway, pavement or verge			
On refuge, island or central reservation of carriageway	У		
In the middle of the carriageway, where there was no	refuge	, island etc	
In carriageway, not crossing (eg working in the road o	r walk	ing in the road)	
Elsewhere / don't know			

3.11	.11 If the pedestrian was in the carriageway, which of the following best describes the movement of the pedestrian when the collision happened?								
	Please note that 'driver' means the person driving or riding the vehicle which hit the pedestrian (if hit b more than one vehicle, the first which hit the pedestrian)								
					Casualty				
	Crossing the carriageway from	n the driver's nearside	(left-	hand side) - clearly visible	1 2				
				hand side) and masked or hidden by a					
	Crossing the carriageway from	n the driver's offside (r	right-l	hand side) - clearly visible					
	Crossing the carriageway from the driver's offside (right-hand side) and masked or hidden by a parked or stationary vehicle								
	Standing, playing or lying in t	he middle of the carria	agewa	ay - clearly visible					
	Standing, playing or lying in t stationary vehicle	he middle of the carria	agewa	ay and masked or hidden by a parked or					
	Walking along in the middle o	f the carriageway, faci	ing th	e traffic					
	Walking along in the middle o	f the carriageway, bac	k to t	he traffic					
	Don't know								
3.12	In which direction was the casualty when the collision h	-	3.	19 Pedestrian injured in the course of road' work - work actively carried public road (eg Delivery services maintenance, traffic control)	out on				
		1 2		maintenance, trainic control/	Casualty				
	Standing still				1 2				
	North bound			No					
	North East bound			Yes					
	East bound			Don't know					
	South East bound								
	South bound								
	South West bound								
	West bound								
	North West bound								
	Not known								

Seat belt usage?						
	Casualty					
Casualty not in vehicle	1 2					
Seat belt used						
Seat belt not in use						
Seat belt not fitted						
Child safety harness in use						
Child safety harness not used						
Child safety harness not fitted						
Don't know						
Was any vehicle a TAXI or private hire ve	ehicle?					
	Vehicle					
	1 2					
Not a taxi or private hire vehicle						
Licensed taxi						
Licensed private hire vehicle						
Unlicensed private hire vehicle						
You have now finished ans	wering a	ıll the d	uestions	. Thank	vou verv	/ much.

This section to be completed by the Reception Staff / Volunteer							
Name		Siq	nature				
				Time			
Other reference	es, eg / CRIS / Form 6	66					
When finished, forward direct to Traffic Criminal Justice Unit, Marlowe House, through ordinary despatch immediately.							

ETHNICITY

If asked about the ethnicity of any casualty, please use the following categories

ASIAN or ASIAN BRITISH

INDIAN

PAKISTANI

BANGLADESHI

ANY OTHER ASIAN BACKGROUND

BLACK or BLACK BRITISH

CARIBBEAN

AFRICAN

ANY OTHER BLACK BACKGROUND

CHINESE or OTHER ETHNIC GROUP

CHINESE

ANY OTHER ETHNIC GROUP

MIXED

WHITE AND BLACK CARIBBEAN

WHITE AND BLACK AFRICAN

WHITE AND ASIAN

ANY OTHER MIXED BACKGROUND

WHITE

BRITISH

IRISH

ANY OTHER WHITE BACKGROUND