Darting out of the main entrance door, the startled teacher bolted towards the police car which had abruptly pulled up outside. A stern looking officer stepped out of the vehicle.
‘Thank goodness you’re here, Officer! There was an explosion! We…we…were just starting the lesson and…we heard…a bang!’ she stuttered.
Unsure how to read the apparently confused woman, the police officer replied, “Calm down please and start at the beginning.”
“There’s no time!” she responded frantically, “he’s getting away!”
“Who is getting away, Ma’am?” The officer turned to see a teenage boy speeding away from the school on a bicycle.
A shiver tingled up the teacher’s spine as she extended a trembling finger and pointed in the direction of the boy.
“It’s him. He’s not like us. He did it. Get him!”

TITANIUM Resource 4c

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Features of an incident report.

- 5Ws
- Past tense
- Third person recount
- Facts and information only- no personal opinion
- Chronological order & conjunctions of time
- Paragraphs
- Formal tone and vocabulary
- Technical language depending on context
- May contain quotes from witnesses

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Date of incident: 14/03/16

Incident: Supernatural activity inside local school.

Date of report: 15/03/16

Reporting officer: Albert Smith

I got a call on my radio so I drove up to the school and parked up in front of it when Mrs. Mezarelli ran out the front doors looking really scared. I asked her what had happened and she started to speak but took ages to tell me the full story of what she had seen. She sounded a bit frightened still and what she said was totally weird. She said that she had been walking to her classroom when she saw two kids arguing, like one of them was bullying the other. The lad with the ginger hair, who she said was called Tom, was pushed into a corner by the other boy and it looked like he was about to get hit so she went towards them to stop the fight. Suddenly, Tom crouched down and a flash of light exploded from his hands. She said the walls started shaking and every other person disappeared, so she ducked into her classroom to hide. That was all she saw before she phoned 999 except that when I was there she pointed at the boy riding away on his bike.

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Date of incident: 14/03/16

Incident: Supernatural activity inside local school.

Date of report: 15/03/16

Reporting officer: Albert Smith

On the morning of Tuesday 14th March 2016, I was called to Shield High School following reports of an explosion inside. Upon my arrival at the scene, I was met by one of the teaching staff, Mrs. Mezarelli, who was visibly shaken and somewhat agitated. She was the only adult present at the scene at that time. Mrs. Mezaralli proceeded to explain that she had witnessed a fight in the corridor between two adolescent males, in which one had been seemingly backed into a corner. The second male displayed threatening behaviour, though the witness was unable to identify what exactly was said. She identified one of the children as Tom Ingham. She then informed me that she witnessed Tom apparently summon a flash of light and an explosion from his hands, before she sought sanctuary in an empty classroom in order to avoid any injury. Mrs. Mezarelli then called emergency response before leaving the classroom to find extensive damage to the school corridor and all other persons missing. As I began my initial line of inquiries, she pointed out a young man leaving the school premises on a red bicycle and identified that male as Tom Ingham.

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