**CONFIDENTIAL – WINDMILL PRIMARY SCHOOL**

**ALLEGED BULLYING/ABUSIVE INCIDENT INVESTIGATION FORM**

***Deputy Headteacher to complete, unless delegated to teacher***

|  |  |  |  |
| --- | --- | --- | --- |
| **Date of investigation** |  | **Person investigating** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Incident report form completed?** | Yes 🞏 | No 🞏 | (If no, summarise alleged incident below) |
|  | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Those involved:** | Name(s) | Sex | Ethnicity | Year group |
| Alleged victim/s |  |  |  |  |
| Alleged perpetrator/s |  |  |  |  |

|  |
| --- |
| **Summary of investigation (what steps were taken and what was found?):** |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Conclusion:** | Racist | Homophobic/Transphobic | Sexual | Bullying |
| Yes 🞏 | Yes 🞏 | Yes 🞏 | Yes 🞏 |
| **Reason for judgement:** |  | | | |

|  |
| --- |
| **Action taken:** (mention victim(s), perpetrator(s), parent(s)/carer(s), other agencies) |
|  |

|  |  |
| --- | --- |
| **Set review date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** (and place in school diary) | |
|  |  |
| **Review:** (additional incidents within review period, positive consequences of investigation…) | |
|  | |
|  |  |

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date ­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**