**CONFIDENTIAL – WINDMILL PRIMARY SCHOOL**

**ALLEGED BULLYING/ABUSIVE INCIDENT REPORT FORM**

***Person observing or reporting to complete as soon as possible and pass to Deputy Headteacher***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** |  | **Time** |  | **Location** |  |

|  |  |
| --- | --- |
| **Person completing form** |  |
| **Role/status** |  |
| **Person making allegation** |  |
| **Role/status** |  |

**Type of Incident** (please tick all relevant box/es)

|  |
| --- |
| **🞏 Verbal abuse or threats** (please detail) |
|  |
| **🞏 Physical** (please detail) |
|  |
| **🞏 Cyber-bullying** (please detail e.g. Facebook, text messages) |
|  |
| **🞏 Homophobic/Transphobic** (please detail i.e. what makes it homophobic/transphobic?) |
|  |
| **🞏** **Racist** (please detail i.e. what makes it racist?) |
|  |
| **🞏** **Sexual** (please detail i.e. what makes it sexual?) |
|  |
| **🞏 Other** (please details e.g. emotional abuse, gangs, stealing, provocative behaviour…) |
|  |
| **Comment / further detail:** (include names of people involved – outside school too, if relevant) |
|  |

**Those involved**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Alleged victim/s** |  | | | | |
|  |  | | | | |
| **Alleged perpetrator/s** |  | | | | |
|  |  | | | | |
| **Witnesses** |  | | | | |
|  |  | | | | |
| **Written account of incident provided?** | | Yes | 🞏 | No | 🞏 |

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