Appendix A - A Sample Bullying Incident Report Form Logging information:

 ALLEGED BULLYING INCIDENT

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| Target Name(s): Age: Year group: Class:  |
| Ethnicity: Gender: M / F SEN Stage: Home languageLooked-after child: Y / N Young Carer: Y / N Member of staff to whom the incident was reported:  |

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| Date of incident:  |
| Time of incident: Location of incident:  |
| Target’s Account / Concern of parents/carers:  |
| Alleged perpetrator(s): Name(s):  Age: Year group: Class:  |
| Nature of incident including details of any injury or damage to property, etc:  |
| Circle any elements that apply: Form: Physical Verbal Indirect Cyberbullying Type: Bullying related to Ethnicity/culture and religious background Gender identity  |
|  Special educational needs and disabilities  |
| Appearance or health conditions  |
| Gender  |
| Sexual identity  |
| Being gifted or talented  |
| Home circumstances e.g. young carers or looked–after children  |
| Parents/carers of alleged target(s) informed:  |