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 language  Looked-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: |