

Template for recording bullying behaviour

1. **PUPIL NAME** _____ **CLASS** _____

2. **Name(s) and class(es) of pupil(s) engaged in alleged bullying behaviour**

3. **Source of bullying concern/report** (TICK *) 4. **Location of incidents** (TICK *)

Pupil concerned		Playground	
Other Pupil		Classroom	
Parent		Corridor	
Teacher		Toilets	
Other		School Bus	
		Other	

5. **Name of person(s) who reported** the bullying concern

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6. **Type of Bullying Behaviour** (tick relevant box(es)) *

Physical Aggression		Cyber-bullying	
Damage to Property		Intimidation	
Isolation/Exclusion		Malicious Gossip	
Name Calling		Other (specify)	

7. **Where behaviour is regarded as identity-based bullying, indicate the category:**

Homophobic	
Disability/SEN related	
Racist	
Membership of Traveller Community	
Other. (Specify)	

Brief Description of bullying behaviour and its impact

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8. Details of actions taken

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Signed _____ (Relevant Teacher)

Date _____

Date submitted to Principal/Deputy Principal _____

*** Note:** The categories listed in the tables 3, 4 & 6 are suggested and schools may add to or amend these to suit their own circumstances.

Notes: