



# Bullying Report Form

Today's date:

Date of Incident:

Time of Incident:

**Bullying is when a person, or group of people, cause physical, emotional or psychological harm to another person. It usually involves several incidents and is often repeated over a period of time.**

*Are you sure that this incident matches the description of bullying?*

**Y/N:**

Who is being bullied?

Name(s):

Tutor group:

Who is bullying them?

Name(s):

Tutor Group:

Describe what happened in as much detail as possible

Which area/room did this happen in?

Did anyone else see what happened?

Name(s):

Tutor group:

Please tick which type of bullying you think this was?

Incident – a one off incident that has not happened before	
Physical – hitting, kicking or damage to property	
Verbal – name calling, insulting, sexist or racial comments	
Indirect – spreading nasty stories or rumours, excluding someone from the group	
Cyber – sending comments by text, e-mail , message (e.g. MSN) or posting on Facebook etc.	

**Completed forms can be returned in the following ways:**

- Via email to: [qe2enquiries@sch.im](mailto:qe2enquiries@sch.im)
- Posted in the schools anti-bullying box (outside nurses room)
- Handed in at reception
- Handed in to your tutor or a member of the Key Stage Team