

Bullying Report Form

(Insert name of school/academy)

This form should be sent or handed to the headteacher upon completion.

Personal details

Name of person reporting incident (optional):	
Name of pupil(s) being bullied:	
Male/female:	
Year group:	
Form:	
How may we contact you?	
At school: Yes/No	
At home: Yes/No	
Home address if yes:	

Email: Yes/No	
Email address if yes:	
Telephone: Yes/No	
Telephone number if yes:	

Incident(s) details

What happened?
Where?
When?
Who was doing the bullying?
Did anyone else see it?
How often does the bullying take place?
How long has the bullying been taking place?

Impact of the bullying

How did being bullied/seeing the bullying make you feel?
Was anybody physically hurt?
Did anybody need medical attention?
Have you informed anybody else about the bullying?
If so, who did you inform?
If you have not informed anybody else, what has put you off asking for help or informing someone?

Help and support

What sort of help or support can we provide for you? If you witnessed the bullying, what sort of help do you think should be offered?

Do you have any concerns about reporting the bullying? If so, what are your concerns?

What do you think we could do to help prevent bullying?