SIMS Bullying Form

OXFORDSHIRE COUNTY COUNCIL
www.oxfordshire.gov.uk
Working for you

- Collect details, either to keep on this form, or else to enter into **SIMS .net**

- To enter details into SIMS .net, go to **Focus > Behaviour Management > Maintain Behaviour Incidents > New**

- Choose '**Bullying**' from the 'top level' **Type**, then if appropriate, choose one '**Type Of Bullying'** as motivation.

- Choose one or more appropriate '**Additional Types**'.

- **NB** Record sufficient detail to identify exact nature of prejudice and type of bullying in comments

Reason for bullying:		Type of bullying:	
Young carers, looked after children	☐	Assault	☐
Appearance or health condition	☐	Verbal abuse (pupil / teacher)	☐
Race Religion or Culture	☐	Threatened	☐
SEN or Disabilities	☐	Theft / taking property	☐
Sexist or Sexual,		Cyberbullying	☐
incl. transgender phobia	☐	Emotional bullying	☐
Sexual Orientation (homophobia)	☐	Excluding	☐
Other (record in **Comments**, below)	☐	Written derogatory comments, incl. graffiti	☐
Alleged	☐	Other (record in **Comments**, below)	☐

The categories above put some equality groups together e.g. **Race, Religion or Culture**, so please use the **Comments** box to explain which.

Activity: (lesson where bullying took place, if relevant)

Date of Incident:

Time:

Locality

Bus	☐
Classroom	☐
Corridor	☐
Dining Hall	☐
Playground	☐
To, or from, school	☐
Toilets	☐
Outside school premises	☐
Other (record in Comments)	☐

Comments

Recorded on:

Status:

Resolved	☐
Unresolved	☐
Further intervention needed	☐

Staff recording the incident…

Name: **Role:**

Staff involved: **Role:** (Target / Aggressor / Witness)

Pupils involved:

Name: **Role:** (Target / Aggressor / Witness / Participant / Bystander)

Individual Student Record

Have you had contact with the target's parent / carer? ☐ Yes ☐ No

If Yes, by phone / letter? Date of contact:..

Have you had contact with the aggressor's parent / carer? ☐ Yes ☐ No

If Yes, by phone / letter? Date of contact:..

Are any other agencies involved? ☐ Yes ☐ No

If Yes, which agencies?

Does the incident require a multi-agency response? ☐ Yes ☐ No

If Yes, or other agencies already involved, and incident was prejudice-motivated, consult local authority as to whether Hate Crime report appropriate.

Signed ....

Name ....

Details of any subsequent actions or follow-up
(record in Comments)