

Date and time: \_\_\_\_\_

If happened on Yard Team on Duty: \_\_\_\_\_

\_\_\_\_\_

Pupils involved \_\_\_\_\_

\_\_\_\_\_

Adult witnesses: \_\_\_\_\_

\_\_\_\_\_

Child witnesses: \_\_\_\_\_

\_\_\_\_\_

Questions to alleged victim:

***Tell me what happened?***

\_\_\_\_\_

\_\_\_\_\_

***Was anyone else involved?***

\_\_\_\_\_

***Are you hurt? Yes? No? (circle)***

(1) Where are you hurt? \_\_\_\_\_

***Tell me how this made you feel? (a) angry (b) sad (c) upset (d) afraid (circle)***

(2) ***What would make things better?***

\_\_\_\_\_

\_\_\_\_\_

(3) ***Is there anything else you want to tell me?***

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Questions to alleged bully?

(1) *Tell me what happened:-*

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(2) *What made you (a) angry (b) sad (c) upset (d) afraid?*

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(3) *How do you think (victim) feels?*

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(4) *How would you feel if he/she did this to you?*

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(5) *What would have been a better choice?*

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(6) *How can we make things better?*

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(7) *Is there anything else you want to say?*

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Follow-up to the incident(s)

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Class teacher informed:                      Yes                      No

Parents informed:                              Yes                      No

Principal/Deputy Principal informed:      Yes                      No

Signed: \_\_\_\_\_