



Behaviour incident or problem reported to member of staff

Does this incident meet the definition of bullying?
Teacher to check class record to ascertain if there is repetition, pattern or previous history.

Yes

No

Complete a Bullying Incident Form and report it to the Head teacher

Has there been racist or homophobic language used?

Head teacher reports to parents of Target AND Perpetrator(s)

Note : all racist/homophobic incidents are reported

Yes

No

Incident forms part of Head teacher's summary report to Governors

Complete a 'Hate' incident log and report it to the Head teacher

Was there 'seriously unacceptable' behaviour: violence, intimidation, foul or abusive language?

Head teacher offers to meet parents/carers of target to discuss support

Head teacher report to parents/carers of target and perpetrator(s) Governors and the local Authority

Yes

No

Head teacher meets parents/carers of perpetrator(s). Is this a first incident?

Head teacher report to Governors and the local Authority

Log in class log. Inform both sets of parents/carers same day.

Record in class log

Yes

No

3rd Detention in term? Letter home, missed Golden Time

Consider

Detention

'Routine' School Behaviour Policy applies

Informal agreement of consequences, to include apology & commitment to target to stop

Pastoral Support Plan implemented, beyond 'routine' school Behaviour Policy, to reduce risk of exclusion

PSP reviews to assess impact on behaviour. Continue PSP if necessary.