



KEYINGHAM  
PRIMARY

Allegations of Peer-on-Peer Abuse  
School Procedures

2021-2022

If a child reports a concern regarding peer-on-peer abuse/bullying to a member of staff, they will log it on CPOMS as 'Peer-on-Peer Abuse Allegation.'

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Their class teacher will investigate by using the pupil flowchart (displayed in all classrooms) and take the necessary next steps.



The class teacher will call parents, regardless of the outcome, so that all involved are aware of potential concerns.

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If required, the Senior and Wider Leadership Team may become involved in a more formal investigation.

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This investigation will follow the format as laid out below:



## Alleged Incident of Peer-on-Peer Abuse

The incident was reported to:		Date:	
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Alleged Victim:		Year:	
Alleged Perpetrator(s):		Year:	

<b>Form of Abuse</b> (tick all appropriate):
Physical <input type="checkbox"/> Verbal <input type="checkbox"/> Emotional <input type="checkbox"/> Cyber <input type="checkbox"/>

<b>Summary of incident</b>	
Date of incident:	
Time:	
Location:	
Witnesses:	
Description:	

<b>Next Steps</b>		
Action	By Whom	Date

<b>Outcome</b>

Monitoring/Follow Up:		
Date	Notes from discussion	Outcome of Review

Final Review:		
Pupil comments:	Parent comments:	School comments:
Signature:	Signature:	Signature:
Date:	Date:	Date: