



Online Safety Incident Report Form

Date: _____

Name of person reporting the incident: _____

Pupil(s) involved: _____

Year group(s): _____

Location of incident i.e. specific app/ website etc.: _____

Type of concern:

- ☐ Cyberbullying/ harassment
- ☐ Social Media related
- ☐ Oversharing of personal information
- ☐ Deliberately bypassing securing/ firewalls
- ☐ Accessing unsuitable content
- ☐ Racist, sexist or homophobic material
- ☐ Radicalisation or extremism
- ☐ Material of a sexual nature
- ☐ Other (please specify) _____

Description of the incident (please attach an additional sheet if needed):





Action taken:

- ☐ Discussion with the child by class teacher
- ☐ Discussion with the child by a member of SLT
- ☐ Reported to the Headteacher
- ☐ Parents informed
- ☐ Safeguarding referral
- ☐ Police informed
- ☐ Online Safety Policy reviewed

Comments after Online Safety Group Meeting:

