# Online safety incident reporting form

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| Details of person reporting the incidentName:Phone number:Email address: |
| Date of incident: |
| Where did the incident take place? |
| Description of the incident |
| Name(s) of those involved in the incident: |
| Age(s) of child(ren) involved: |
| Was the incidentChild on child Child on adult Adult on child Adult on adultStaff member on child |
| Type of incidentSexual Profanity Violence Bullying Grooming OtherPlease give details |
| How was the content accessed?School internet via a PC/laptop via a tablet via a mobile phone via emailTablet using alternative provider mobile phone using an alternative providerVia an internet browser via a social media website via an app |
| What action was taken in relation to those involved in the incident? |
| What action was taken regarding the site/content accessed? |
| What follow-up action was taken?Referral to LADO Referral to Children’s Social Care Advice to parentsPolice investigation OtherPlease provide details: |