



Llanedeyrn  
Primary School

**What, When and Where?**

**Name of Pupil:**

**Date:**

**What happened?**

**When did this take place?**

**Where did this happen?**

**Who was involved?**

**What did they do?**

**Have you spoken to anyone about this? If so,  
what was their response?**

**Have there been any previous incidents of this  
nature?**

**Name of Staff Member:**