

United Against Bullying School Case Study: Implementing a robust electronic recording system for bullying incidents

How Bedminster Down School improved their reporting and recording system for bullying incidents to ensure all members of the school community were easily able to report.

Context of our anti-bullying work

We initially only had one way of reporting bullying which was verbally to two specific members of staff. This was obviously not comprehensive enough an approach and was part of the reason that our reputation in the community for our anti bullying practice was not strong.

We were therefore keen to review and amend our anti bullying reporting practice and methods to ensure that all members of the school community (teachers, students and parents/carers) are able to easily report bullying.

What we hoped to achieve

We wanted to ensure that all stakeholders were able to report bullying effectively. In addition we were keen to ensure that this led to a detailed log of perceived bullying in our school that would allow us to identify patterns and trends within our school setting.

The action we took

As part of our commitment to creating a safe and inclusive environment, we have implemented a streamlined electronic reporting system to empower pupils to report bullying concerns easily and discreetly. This system is accessible via a QR code displayed around the school and is also available on our website, allowing use by parents, carers, and other members of the school community. For pupils who prefer a more personal approach, reports can also be made through a trusted adult, with a staff member completing the form on their behalf.

All reports feed into a centralised and comprehensive bullying log, which is overseen by the designated anti-bullying lead. The log captures key details, including the nature of the incident, individuals involved, and any actions taken or required. The anti-bullying lead works closely with relevant staff to ensure that appropriate incidents are also recorded on the school's safeguarding system.

This robust system allows for in-depth analysis, enabling the anti-bullying lead to identify emerging trends and patterns—such as individuals more likely to experience or engage in bullying, year groups with higher reporting rates, locations where incidents occur, and the types of bullying behaviour present.

Impact and outcomes of the work

This reporting method is the single most impactful thing that we have done to improve the anti-bullying practice at Bedminster Down School. It has allowed us to understand the broader picture of our school from the student's perspective. For example, we were very quickly able to identify cohorts of students who were bullying others due to the number of reports. This allowed us to run impactful data driven meetings with students and parents so that behaviours could be addressed with parental support.

In addition, we have also been able to use the data to identify cohorts of students who are more likely to be impacted by bullying behaviours. This means that we have been able to tailor our approach accordingly. Partly through delivering whole school initiatives (e.g. assemblies on immigration), partly through regular check ins with those who we are concerned are more likely to be targeted and finally to inform CPLD.

In addition to the above this data has allowed me to very effectively hold staff to account as a leader. This is because I am able to see reports of perceived bullying and staff responses in real time which means there is complete clarity on expectations.

Finally, the data collated through this reporting method has allowed us to identify specific times and locations where bullying is more likely to be taking place. This has allowed us to staff those times appropriately and again has directly informed our CPLD offer.

What we have learned

This is the single most impactful thing we have done at Bedminster Down School from an anti bullying perspective. It has allowed us to understand a lot more about our school. Our concerns about the reporting tool being abused has not been reality.

I could not recommend this approach to reporting more highly.