



# Racism: Log

**Part A**

To be completed by reporting member of staff  
and sent to **Assistant Head of School/College, Head of School/College**

|                           |          |               |
|---------------------------|----------|---------------|
| Reporting member of staff | Position | Mobile number |
|---------------------------|----------|---------------|

|                    |                   |
|--------------------|-------------------|
| Students involved: | Victim of Racism: |
|--------------------|-------------------|

Please give a description of the incident:

Name of staff member you have passed it on to: \_\_\_\_\_

*Please store this in a confidential place ensuring data protection*

Date: \_\_\_\_\_



# Racism: Feedback log

**Part B** To be completed by **Assistant Head of School/College, Head of School/College** dealing with the concern.

|                   |  |
|-------------------|--|
| <b>Your name:</b> |  |
| <b>Date:</b>      |  |

Give details of any actions and reasons why:

## Impact

Give details of the impact of any intervention:

*Please ensure you have contacted the reporting member of staff to check on their welfare and updated them as appropriate.*



**EVERTON**  
**FREE SCHOOL &**  
**Football College**