**Shropshire Hate Crime / Incident Reporting Form**

Not all hate incidents are classified as criminal offences, but if the incident does qualify, it will be considered as a hate crime. Hate crime, and incidents, are motivated by hate of a personal characteristic or perception. Hate incidents are recorded based on five personal characteristics that are:

• Disability – this also includes people with physical impairments, learning disabilities and/or mental and emotional distress

• Gender identity

• Race/ethnicity

• Religion or belief - this also includes places of worship

• Sexual orientation

Hate crime and incidents can take many forms including:

• Physical attacks – such as a physical assault, on the victim or his/her family or carer, damage to property or pets, offensive graffiti and arson

• Threat or attack – including offensive letters, abusive or obscene telephone calls, groups hanging around to intimidate and unfounded malicious complaints

• Verbal abuse or insults – offensive leaflets and posters, abusive gestures, dumping of rubbish outside of homes or through letterboxes and bullying at school or the workplace.

All hate incidents should be reported. If a person has been the victim of, or witnessed a hate incident, they should report it as a hate incident. When hate incidents become criminal offences, they are known as hate crimes. A criminal offence is something that breaks the law of the land. Examples of hate crimes are:

• assaults

• criminal damage

• harassment

• murder

• sexual assault

• theft

• fraud

• burglary

• hate mail (Malicious Communications Act 1988)

• causing harassment, alarm or distress (Public Order Act 1986).

In Shropshire, agencies and organisations tackle Hate Crime and Hate Incidents through partnership working. People can report hate incidents either by directly contacting the police or by completing the Shropshire Hate Crime / Incident Reporting Form. This is part of a countywide approach that supports third party reporting. This is when a victim of a Hate Crime or Hate Incident or a witness prefers not to report it directly to the police, but still wants action to be taken and reports it to a non-police organisation. Any information gathered from these reports helps agencies and organisations establish whether there are spikes in hate incidents and crimes or whether specific groups or areas are suffering from more incidents than others. Even if there is no requirement for the incident to be investigated it allows agencies and organisations to assess the number of incidents that are occurring and where.



**Shropshire Hate Crime / Incident Reporting Form**

**Section A:** About the Incident

**Are you a victim / witness or third party?**

[ ]  Victim [ ]  Witness [ ]  Third Party

**Section B:** Tell us about the incident; giving us as much detail as possible (please use a separate sheet if necessary):

**What do you think motivated this incident?** (Please tick the appropriate box(es)

 [ ]  Age [ ]  Alternative Lifestyle [ ]  Alternative Culture

 [ ]  Disability [ ]  Domestic abuse Sex

 [ ]  Homophobia (sexual orientation) [ ]  Racism

 [ ]  Transphobia (gender)

 [ ]  Other (Please describe below)

**When did the incident take place?**

Time Day Date

**Where did it happen?**

* Street name
* Area, village or town
* Postcode (N/K if not known)

**Were there any injuries?**

**[ ]** Yes (If ‘yes’ please give details) [ ]  No

**Was any property lost or damaged?**

**[ ]** Yes (If ‘yes’ please give details) [ ]  No

**IF YOU ARE THE VICTIM OF A HATE CRIME / INCIDENT PLEASE COMPLETE SECTION C AND SECTION D. IF YOU ARE A WITNESS OR REPORTING ON BEHALF OF SOMEONE PLEASE COMPLETE SECTION C; SECTION D AND SECTION E.**

**Section C:** The Victim

**Name Gender Age**

**Address**

**Post Code Telephone**

**To help us to deal with Hate Incidents correctly, please tick one of the following:**

**Religion**/**belief** **Sexual orientation**

**[ ]** Buddhist [ ]  Rastafarian [ ]  Don’t know [ ]  Bisexual

[ ]  Christian [ ]  Sikh [ ]  Gay / Lesbian

[ ]  Hindu [ ]  Other [ ]  Heterosexual

[ ]  Jewish [ ]  No religion [ ]  Prefer not to say

[ ]  Muslim [ ]  Prefer not to say [ ]  Don’t know

**Ethnicity**

[ ]  White British [ ]  White & Black Caribbean [ ]  White & Black African

[ ]  White Irish [ ]  Pakistani [ ]  White & Asian

[ ]  Bangladeshi [ ]  Chinese [ ]  Black Caribbean

[ ]  Indian [ ]  Black African

[ ]  Any Other White Background (Please state) ------------------------------

[ ]  Any other black background (Please state) --------------------------------

[ ]  Any other mixed background (Please state) -------------------------------

[ ]  Prefer not to say

[ ]  Don’t know

**Are you from a Gypsy or Traveller community?**

**[ ]** Yes [ ]  No [ ]  Prefer not to say [ ]  Don’t know

**Disability – please describe** [ ]  Don’t know

**Section D:** About the offender(s)

Name (If known)

Address (If known)

Gender:

[ ]  Male [ ]  Female

Age (if known):

**Can you give a description?** (Consider height, ethnicity, build and clothing).

**Section E:** Personal details of person reporting (witness or third party)

Name  Telephone

Address Post Code

E-mail

How would you prefer to be contacted?

**Section F:** What Next?

**Do you or the person reporting the incident / crime want the Police to investigate?**

**[ ]** Yes [ ]  No

**If the Police are notified of this incident / crime, do you consent to the sharing of Personal Information?**

[ ]  Yes [ ]  No

The police will want to collect evidence i.e. photograph any injuries the victim has; look for fingerprints left by the offender or swab any areas where the suspect has touched. If you have any evidence, which may be of use to the police then please ring them and tell them **immediately by dialling 101**. Visual Evidence for Victims is also available through Victim Support if required.

**Agencies can share depersonalised information without your consent in order to assess the levels of Hate Crime in Shropshire.**

**Authorisation**

Signature Date

**Completed forms should be sent to:**

**Safer Communities**

**Community Safety and Health Protection**

**Room 4S 120, 4th Floor, Public Health, Shropshire Council, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND**

**Alternatively, email:** **CommunitySafety@shropshire.gov.uk**

