**International Leadership of Texas **

**Bullying Report Form**

|  |
| --- |
| **Note to Person Reporting**: This form will be confidentially maintained in accordance with the Family Educational rights and Privacy Act (“FERPA”), and generally will not be shared with anyone except those working to investigate or respond to the report. You **ARE NOT** required to provide your name when completing this form. Please return completed forms to the front office. Anonymous forms may be placed in a sealed envelope with directions to provide the envelope to the Principal.  |
| Name of Person Submitting Report (NOT REQUIRED): | Grade:  |
| Name of Potential Victim: | Grade: |
| Name of Potential Bully: | Grade: |
| Date of Incident: | Time: Location |
| What Happened? | Describe what happened:  |
| Please tell us if physical force or threats were used, or if cyberbullying was involved. | Please describe:  |
| What did the potential victim do? |  |
| Was anyone else involved? If so, who? |  |
| Were there any witnesses? If so, who? |  |
| How often has this happened? |  |
| Describe what happened immediately before the incident? |  |
| You may attach documentation to this report. |  |