

Bullying Incident Report Form

If you have been the target of bullying, the parent/guardian of an apparent victim or allege that you have witnessed the bullying of any student, complete this form and submit it to the building principal.

Bullying is defined as intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but not limited to: physical actions, including violence, gestures, theft, or property damage; oral, written, or electronic communication, including name calling, put-downs, extortion, or threats; or threats of reprisal or retaliation for reporting such acts.

Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager.

Reports of bullying will be investigated and disciplinary action will be taken as warranted.

Name: _____ Date _____ Time _____

Phone Number(s) _____

- You are a: _____ Student _____ Parent _____ Employee _____ Volunteer _____ Other

Date(s) of alleged bullying: _____

Name of student(s) subjected to alleged bullying or harassment: _____

Person(s) alleged to have committed the bullying or harassment: _____

Describe the incident(s). Please be as specific as possible. Please indicate whether you witnessed the incident. Attach additional sheets or use back side of the form if necessary.

Names of witnesses: _____

Have you reported this to anyone else: ___ Yes ___ No If yes, to whom was it reported? _____

*Signature of Complainant _____

*Students have the right to complete this form anonymously. However, it will be easier for the District to investigate this matter if as much information as possible is provided. Submission of a good faith complaint or report of bullying or harassment will not affect the complainant or reporter’s future employment, grades, learning, or working environment. A complainant that falsely accuses someone will be subject to disciplinary action.

For District Administration Use Only:

Report received by: _____ Date received _____ Time received _____