



# South Point Local Schools



## Bullying, Harassment, or Intimidation Reporting Form

**Directions:** Bullying, harassment, or intimidation are serious and will not be tolerated. This is a form to report alleged bullying, harassment, or intimidation that occurred on school property; at a school-sponsored activity or event off school property; or on a school bus in the current school year. If you are a student victim, the parent/guardian of a student victim, a close adult relative of a student victim, or a school staff member and wish to report an incident of alleged bullying, harassment or intimidation, complete this form and return it to the Principal at the student victim's school. Contact the school for additional information or assistance at any time.

Bullying, harassment, or intimidation means intentional conduct, including verbal, physical, or written conduct or an intentional electronic communication that creates a hostile educational environment by substantially interfering with a student's educational benefits, opportunities, or performance, or with a student's physical or psychological well-being and is:

- motivated by an actual or a perceived personal characteristic including race, national origin, marital status, sex, sexual orientation, gender identity, religion, ancestry, physical attributes, socioeconomic status, familial status, or physical or mental ability of disability; or,
- threatening or seriously intimidating; and
- occurs on school property, at a school activity or event, or on a school bus; or,
- substantially disrupts the orderly operation of a school.

"Electronic communication" means a communication transmitted by means of an electronic device, including a telephone, cellular phone, computer, or pager.

Today's date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Person Reporting Incident:** Name \_\_\_\_\_

Telephone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ E-mail \_\_\_\_\_

Place a check-mark (✓) in the appropriate box:

Student     Student (witness/bystander)     Parent/guardian     Close adult relative     School staff member

1. Name(s) of student victim \_\_\_\_\_ Age \_\_\_\_\_  
*(Please print)*

2. Name(s) of alleged offender(s) (If known) <i>(Please print)</i>	Age	School (if known)	Is he/she a student?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

3. Name(s) of witnesses (If known) <i>(Please print)</i>	Age	School (if known)	Is he/she a student?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No



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4. On what date(s) did the incident happen?        /        /                    /        /                    /        /         
*Mo Day Year Mo Day Year Mo Day Year*

5. Where did the incident happen? (choose all that apply)

- On school property                       In gym in morning                       In hallway
- Off school property                       In cafeteria in morning                       In restroom
- On a school bus                               In cafeteria at lunch                       In class
- At a school-sponsored activity               In gym at lunch                               \_\_\_\_\_

6. Place a check-mark (✓) next to the statement(s) that best describes what happened: (choose all that apply)

- Any bullying, harassment, or intimidation that involves physical aggression
- Getting another person to hit or harm the student
- Teasing, name-calling, making critical remarks, or threatening, in person or by other means
- Demeaning and making the victim of jokes
- Excluding or rejecting the student                       Making rude and/or threatening gestures
- Spreading harmful rumors or gossip                       Intimidating (bullying), extorting, or exploiting
- Electronic communications (specify) \_\_\_\_\_
- Other (specify) \_\_\_\_\_

7. What did the alleged offender(s) say or do? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach a separate sheet if necessary)

8. Why did the bullying, harassment or intimidation occur? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach a separate sheet if necessary)

9. Is there any additional information you would like to provide? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach a separate sheet if necessary)

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Mo Day Year*