



CRESTVIEW LOCAL SCHOOL DISTRICT

Harassment/Bullying Investigation

VICTIM NAME:

DATE: / /

Witness Statement Report

| | |
|--------|--|
| Name: | Date: |
| Phone: | Circle one: Student Parent Staff Other |

Written Witness Testimony

Please be specific about the types of harassment, the frequency of their occurrence, and the actions of each alleged offender.

Report submitted by: _____ Signature: _____ Date: _____



CRESTVIEW LOCAL SCHOOL DISTRICT

Harassment/Bullying Investigation

| |
|-----------------|
| VICTIM NAME: |
| DATE: / / |

Victim Intervention Report

| | |
|---|---|
| <u>Narrative Description of Incident:</u> | <u>Victim Intervention Options</u> |
| | <input type="checkbox"/> Provide adult supervision during recess, lunch times, bathroom breaks, and hallway passage <input type="checkbox"/> Maintain contact with parents/guardians of all involved parties <input type="checkbox"/> Provide counseling if needed <input type="checkbox"/> Inform school personnel and instruct them to monitor parties involved <input type="checkbox"/> Follow up with victim to ensure no further incidents <input type="checkbox"/> Check- ins with School Counselor to monitor situation |

| STANDARD INTERVENTION SEQUENCE | |
|--|----------------|
| Action | Date |
| Parent/guardian notified of incident | |
| Parent/guardian notified of corrective actions | |
| Conflict mediation if applicable | |
| Student and/or parent/guardian follow-up | |
| Situation monitored | <i>ongoing</i> |

| |
|---|
| ADVANCED INTERVENTION OPTIONS |
| If necessary, law enforcement or Children Protective Services may be involved. A false report may result in discipline. |

| |
|---|
| <u>Narrative Description of Intervention Strategies</u> |
| |

Signing below indicates the parent/guardian of a student has been informed of a harassment incident report, has been made aware of the school's response to the situation, and has been given clear instructions regarding steps to take should the harassment behavior persist.

Parent/Guardian Printed Name _____ Signature _____ Date _____

Investigator Printed Name _____ Signature _____ Date _____



CRESTVIEW LOCAL SCHOOL DISTRICT

Harassment/Bullying Investigation

| |
|-----------------|
| VICTIM NAME: |
| DATE: / / |

Offender Response Report

| <p><u>Narrative Description of Incident:</u></p> | <p><u>Intervention Measures</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Parent contact <input type="checkbox"/> No action required- false allegation <input type="checkbox"/> Cease and Desist Order <input type="checkbox"/> Electronic Communication Order <input type="checkbox"/> Student Warning <input type="checkbox"/> Letter of Apology <input type="checkbox"/> Counseling <input type="checkbox"/> Parent conference <input type="checkbox"/> Detention <input type="checkbox"/> In- School Suspension <input type="checkbox"/> Out-of School Suspension/Expulsion <input type="checkbox"/> Police Involvement <input type="checkbox"/> Children Services Involvement <input type="checkbox"/> Other (specify): | | | | | | | | | | | | | | |
|--|--|--------------------------------|--|--------|------|--------------------------------------|--|--|--|----------------------------------|--|--|--|---------------------|----------------|
| <table border="1" style="width: 100%;"> <thead> <tr> <th colspan="2">STANDARD INTERVENTION SEQUENCE</th> </tr> <tr> <th>Action</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Parent/guardian notified of incident</td> <td></td> </tr> <tr> <td>Parent/guardian notified of corrective actions</td> <td></td> </tr> <tr> <td>Conflict mediation if applicable</td> <td></td> </tr> <tr> <td>Student and/or parent/guardian follow-up</td> <td></td> </tr> <tr> <td>Situation monitored</td> <td style="text-align: center;"><i>ongoing</i></td> </tr> </tbody> </table> | | STANDARD INTERVENTION SEQUENCE | | Action | Date | Parent/guardian notified of incident | | Parent/guardian notified of corrective actions | | Conflict mediation if applicable | | Student and/or parent/guardian follow-up | | Situation monitored | <i>ongoing</i> |
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| Student and/or parent/guardian follow-up | | | | | | | | | | | | | | | |
| Situation monitored | <i>ongoing</i> | | | | | | | | | | | | | | |
| <p><u>Narrative Description of Intervention Measures</u></p> | | | | | | | | | | | | | | | |

Signing below indicates the parent/guardian of a student has been informed of a harassment incident report, has been made aware of the school's response to the situation, and has been given clear instructions regarding steps to take should the harassment behavior persist.

Parent/Guardian Printed Name _____ Signature _____ Date _____

Investigator Printed Name _____ Signature _____ Date _____



CRESTVIEW LOCAL SCHOOL DISTRICT

Harassment Order to Cease and Desist

_____ (Offender Name) is required to cease and desist all behaviors against the following student(s): _____

Definition of Harassment

Harassment, intimidation or bullying means any:

- Intentional written, verbal, graphic or physical act that a student or group of students exhibited toward other particular student more than once; and the behavior both
- Causes mental or physical harm to the other student; and
- Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student.

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The Ohio State Board Model includes the following:

- Electronically transmitted acts i.e., Internet, cell phone, personal digital assistance (PDA) or wireless hand-held device that a student has exhibited toward another particular student more than once and the behavior both:
- Causes mental or physical harm to the other student/school personnel; and
- Is sufficiently sever, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student/school personnel.

Example Behaviors

Verbal Aggression- name calling, mocking, teasing, intimidating phone calls, spreading rumors, threats, etc.

Intimidation- getting in someone's face, taking things, demanding money or items, hazing, etc.

Emotional- excluding, tormenting, threatening gestures, ridicule, staring, etc.

Physical Aggression- pushing, kicking, punching, slapping, tripping, pinching, spitting, etc.

Sexual- touching, dirty jokes, flirting, asking out on dates after being told no, etc.

Racial- comments or nicknames based upon physical, behavioral, or cultural differences

Written- threatening or inappropriate notes or drawings

Electronic- threatening/intimidating social media comments, messages, posts, images, texts, emails, etc.

Signatures

I _____ understand that I am signing this in agreement to cease and desist all harassment behaviors against named student(s) and if I continue that I will face heightened consequences and potential police and/or Children Protective Services involvement.

Student Printed Name _____ Signature _____ Date _____

Parent/Guardian Printed Name _____ Signature _____ Date _____

Investigator Printed Name _____ Signature _____ Date _____



CRESTVIEW LOCAL SCHOOL DISTRICT

Electronic Harassment Advisement Form

Student Name: _____

Student is: Victim Offender

Definition of Electronic Harassment

Electronically transmitted acts i.e., Internet, cell phone, personal digital assistance (PDA) or wireless hand-held device that a student has exhibited toward another particular student more than once and the behavior both:

- Causes mental or physical harm to the other student/school personnel; and
- Is sufficiently sever, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student/school personnel.

Advisement Section

Social Media- deactivating your son or daughter's social media is advised to protect him or her from being the victim of harassment

Social Media- deactivating your son or daughter's social media is advised to protect him or her from being the perpetrator of harassment

It is recommended that you create a shared email account to help monitor incoming and outgoing emails for your child.

Creating an allowed contact list with your cell phone carrier is advised to protect you students from receiving text messages or phone calls from unwanted parties.

Blocking your child's text messaging is advised as your child has used text messaging to harass another student.

Other: _____

Signatures

I _____ (Parent/Guardian_ understand that I am signing this in acknowledgement that I have received that state advice from the investigator and that I am aware that these recommendations will assist the investigator in protecting my child from harassment.

Parent/Guardian Printed Name _____ Signature _____ Date _____

Student Printed Name _____ Signature _____ Date _____

Investigator Printed Name _____ Signature _____ Date _____