



Bullying, Harassment, or Intimidation Reporting Form

The Woodstock Academy

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This form is to be confidentially maintained in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

Directions: Bullying, harassment, and intimidation are serious and will not be tolerated. This is a form to report alleged harassment and intimidation (bullying) that occurred on school property; at a school-sponsored activity or event off school property; on a school bus; or on the way to and/or from school, 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 Dean of Students at The Woodstock Academy. Contact the school for additional information or assistance at any time.

Public Act 11-232, Section 1. Section 10-222d (July 1, 2011)

1) "Bullying" means (A) the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district, or (B) a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, that:

(i) Causes physical or emotional harm to such student, or damage to such student's property,

(ii) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property,

(iii) creates a hostile environment at school for such student,

(iv) infringes on the rights of such student at school, or

(v) substantially disrupts the education process or the orderly operation of a school. Bullying shall include, but not be limited to, a written, oral, or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has, or is perceived to have one or more of such characteristics;

2) "Cyberbullying" means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices, or any electronic communications.

Person Reporting Incident (optional): Name _____ Date _____

Place an ☒ in the appropriate box: ☐ Faculty/Staff ☐ Student ☐ Parent/Guardian ☐ Family Member

Telephone (_____) _____ - _____ E-mail _____

1. Name of student victim _____ Age _____

2. Name(s) of alleged offender(s) (If known)	Age	School (if known)	Are they 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

3. On what date(s) did the incident happen? _____

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

- ☐ On school property ☐ At a school-sponsored activity or event off school property ☐ Cyber-bullying
☐ On a school bus ☐ On the way to/from school ☐ Outside of School

5. Place an ☒ in the appropriate box to the statement(s) that best describes what happened (choose all that apply):

- ☐ Getting another person to hit or harm the student ☐ Demeaning and making the victim of jokes
☐ Making rude and/or threatening gestures ☐ Excluding or rejecting the student
☐ Intimidating (bullying), extorting, or exploiting ☐ Spreading harmful rumors or gossip
☐ Teasing, name-calling, making critical remarks, or threatening, in person or by other means
☐ Hitting, kicking, shoving, spitting, hair pulling, or throwing something
☐ Other (specify) _____

6. What did the alleged offender(s) say or do? _____

_____ (Attach a separate sheet if necessary)

7. Why did the harassment or intimidation (bullying) occur? _____

_____ (Attach a separate sheet if necessary)

8. List witness(s) that were present: _____

9. How did you learn about the bullying? _____

10. Did a physical injury result from this incident? Place an ☒ next to one of the following:

☐ No ☐ Yes, but it did not require medical attention ☐ Yes, and it required medical attention

11. If there was a physical injury, do you think there will be permanent effects? ☐ Yes ☐ No

12. Was the student victim absent from school as a result of the incident? ☐ Yes ☐ No

If yes, how many days was the student victim absent from school as a result of the incident? _____

13. Did a psychological injury result from this incident? Place an ☒ next to one of the following:

☐ No ☐ Yes, but psychological services have not been sought ☐ Yes, and psychological services have been sought

14. Is there any additional information you would like to provide?

_____ (Attach a separate sheet if necessary)

I hereby certify that the information I have provided in this complaint is true, and correct and complete to the best of my knowledge.

Signature

Date

(Optional) Student Signature

Date

Received by

Date

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*All incidences will be investigated, but not every incident will result in school discipline.