

**MANVILLE PUBLIC SCHOOLS**  
**1100 Brooks Blvd**  
**Manville, NJ 08835**  
**Phone: (908) 231-8500 x8557**  
**Fax: (908) 231-8532**

**Principal/Designee Bullying Report Form**

**Instructions**

This form should be used by the principal/designee to interview students about a possible incident of sexual harassment between students. A separate form is used for each student interviewed.

Name of interviewee: \_\_\_\_\_

School: \_\_\_\_\_ Reporting date: \_\_\_\_\_

Administrator: \_\_\_\_\_

Date and time of incident: \_\_\_\_\_

Location of incident: \_\_\_\_\_

**Questions**

**1. Describe what happened? (Who, what, where, when etc.)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2. Did this happen before? If so, when?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3. How did you respond to the behavior?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Did you let the person know that you did not like the behavior?

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5. Is there anyone else who may have experienced this same problem?

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6. Did anyone else know about this individual's behavior?

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**Resolution**

\_\_\_\_\_ counsel students

\_\_\_\_\_ suspension

\_\_\_\_\_ expulsion

\_\_\_\_\_ discipline referral

\_\_\_\_\_ give offender options for follow through

\_\_\_\_\_ other \_\_\_\_\_

**Parent/Guardian Notification  
(check all that apply)**

\_\_\_\_\_ verbal

\_\_\_\_\_ written

\_\_\_\_\_ Date