

Students

Exhibit - Response to Bullying

To be completed by the Building Principal and attached as a coversheet for the school office's designated bullying report investigation and response folder. Place a copy of the completed coversheet only (not attachments) in each listed student's temporary school student record. Redact all student names other than the student's name for which the record pertains.

Initial Notices to Parents/Guardians of Involved Students

Initial notice must be given to the parents/guardians of students involved in an incident of bullying (as well as all threats, suggestions, or instances of self-harm determined to be the result of bullying) within 24 hours after becoming aware of the student's involvement.

Target's parent/guardian:

Circle contact method: Phone Email Letter In-person Other:

Date: _____ Time: _____
Staff Member: _____ Title: _____

Aggressor's parent/guardian:

Circle contact method: Phone Email Letter In-person Other:

Date: _____ Time: _____
Staff Member: _____ Title: _____

Investigator: _____ Title: _____

Investigation

File an interview form for each party interviewed in the designated investigation and response folder.

Check here to indicate that all interview forms have been properly completed and filed.

Target: _____ Date: _____
Aggressor: _____ Date: _____
Witnesses: _____ Date: _____
_____ Date: _____
_____ Date: _____

Are there any prior documented incidents by the aggressor identified above? Yes No (Attach information)

If yes, have incidents involved target or target group previously? Yes No

Findings

Bullying Other: _____

Aggressor motivated by protected characteristics listed in policy 7:20, *Harassment of Students Prohibited*.

Bullying Investigation Response

Response and Plan for Target (Check all that apply and include descriptions.)

Contact parent/guardian: _____ Date: _____

Circle contact method: Phone Email Letter In-person Other: _____

Safety plan: _____

Increase staff supervision: _____

Education: _____

Minimize contact with aggressor: _____

District resources: (Student Services/IDEA/504) _____

Other: _____

Target follow-up scheduled date: _____ Date and initial completed: _____

Parent/guardian follow-up date: _____ Date and initial completed: _____

Circle contact method: Phone Email Letter In-person Other: _____

Provide parent/guardian with copies of Board policies 2:260 and 7:180. Date: _____

Response and Plan for Aggressor (Check all that apply and include descriptions.)

Contact parent/guardian: _____ Date: _____

Circle contact method: Phone Email Letter In-person Other: _____

7:190-E1, *Aggressive Behavior Reporting Letter and Form* sent Date: _____

Provide parent/guardian with copies of Board policies 2:260 and 7:180 Date: _____

Restorative Responses

Safety plan: _____

Increase staff supervision: _____

Education: _____

Non-District affiliated psychological services : _____

Alternative school assignment: _____

Minimize contact with target: _____

District resources (Student Services/IDEA/504): _____

Other: _____

Punitive Responses

Loss of privileges: _____

Detention: _____

Suspension: _____

Expulsion: _____

Community agency service: _____

Reciprocal Reporting Act utilized: Yes No _____

Report to School Resource Officer/Law Enforcement: _____

Other: _____

Aggressor follow-up date: _____ Date and initial completed: _____

Circle contact method: Phone Email Letter In-person Other: _____

Parent/guardian follow-up date: _____ Date and initial completed: _____

Circle contact method: Phone Email Letter In-person Other: _____

Contact District Complaint Manager: _____ Date: _____

Target response implementation: _____

Aggressor response implementation: _____

Systemic culture/climate intervention: _____

Referral to address needs for ideal conditions for developmental learning: _____

Other: _____

Submit reports to: Building Principal (if not the investigator) Date: _____

Superintendent Date: _____

Signature of investigator: _____ Date: _____

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