Bullying, Harassment, or Intimidation Reporting Form

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; 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, or 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

Was the behavior intentional, repeated over time, intended to harm involving a power differential, and creating a hostile educational environment?	□ Yes	□ No

Date (mm/dd/yyyy)	**School**	**School System**
Today's Date:		

Person Reporting Incident: Check one: □ Student □ Student (Witness, Bystander) □ Parent/guardian □ Close adult relative

□ School Staff

Name:	Telephone:	E-Mail:

1. Name of Student/Victim	**Age**

2. Name(s) of Alleged Offender(s) if Known	**Age**	**School (if known)**	**Is he/she a student?**
			Yes No
			Yes No
			Yes No
			Yes No

3. Date(s) of Incident(s) (mm/dd/yyyy)

4. Place an "X" next to the statement(s) that best describes what happened (choose all that apply):

☐ Any bullying, harassment, or intimidation that involves making the victim of jokes

☐ Demeaning and physical aggression

☐ Making rude and/or threatening gestures

☐ Getting another person to hit or harm the student

☐ Excluding or rejecting the student

☐ Teasing, name-calling, making critical remarks, or threatening, (bullying), extorting, or exploring

☐ Intimidating person or by other means

☐ Spreading harmful rumors or gossip

☐ Electronic Communication (specify)_____

☐ Other (specify)_____

_____

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

☐ On school property

☐ At a school-sponsored activity or event off school property

☐ On a school bus

☐ The way to/from school*

☐ Electronically

***Will be collected unless specifically excluded by local board policy**

6. What did the alleged offender(s) say or do? (Attach a separate sheet if necessary)

_____

_____

_____

_____

7. **Why did the bullying, harassment or intimidation occur?** (Attach a separate sheet if necessary)

_____
_____
_____
_____

8. **Did a physical injury result from this incident?**

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

9. **If there was a physical injury, do you think there will be permanent effects?**

☐ Yes ☐ No

10. **Was the student victim absent from school as a result of the incident?**

☐ No ☐ Yes If yes, how many days was the student victim absent from school as a result of the incident? _____

11. **Did a psychological injury result from this incident?**

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

☐ Yes, and psychological services have been sought

12. **Is there any additional information you would like to provide?** (Attach a separate sheet if necessary)

_____
_____
_____
_____
_____
_____

Signature **Date**

Harassment, intimidation or bullying is defined as a gesture, electronic communication, or a written, verbal, physical or sexual act reasonably perceived to have the effect of either of the following:

- **harming a student physically or emotionally or damaging a student's property, or placing a student in reasonable fear of personal harm or property damage;**

- **insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school.**

Definition of Bullying, Harassment, and Intimidation

NOTES:

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