East Upper School
Dignity for All Students (Harassment, Bullying and Discrimination) Incident Report Form

The Dignity for All Students Act, which went into effect on July 1, 2012, establishes and sustains a safe and supportive school environment free of harassment, bullying and discrimination. School climate and culture have a deep impact on student achievement and behavior, and reflects the school community's values. A school's ability to educate its scholars is compromised by incidents of harassment, bullying and discrimination.

Directions: Harassment, bullying and discrimination are serious behaviors and will not be tolerated. Please use this form to report such behavior that occurred on school property, at a school sponsored activity or event on or off school property, on a school bus , on the way to and/or from school, or in cyberspace. Any person observing, or being the target of harassment, bullying and discrimination reports the observation. Note that bullying must include an imbalance of power and the intent to cause harm. **Please complete this form and return it to the Dignity Act Coordinator, Mr. McGee, Mrs. Beaty-Gladney or Ms. Yetter.**

*this report may be completed anonymously, but by doing so may limit follow-up

PERSON REPORTING INCIDENT:
Name: _____Telephone/ e-mail_____ Relationship to Target:_____ Did you witness the incident?_____

Today's date:	Time of Incident:
Date(s) of incident:	Name of alleged target:

Name of alleged offenders (bullies)	Grade

Have you reported this offender before? □ yes □no

Name(s) of possible witnesses	Grade

Where did the incident happen? _____

Place an (X) next to the statements(s) that best describes what happened. Choose all that apply: □ Hitting, Kicking, shoving, spitting, hair pulling or throwing something
□Getting another person to hit or harm the target
□Teasing, name-calling, making critical remarks, or threatening, in person or by other means □Demeaning remarks or scholar being made the target of the joke(s)

□Making rude or threatening gestures
□Excluding or rejecting the scholar, or asking another person to turn against the scholar □Intimidating, extorting, or exploiting
□Spreading harmful rumors or gossip
□Electronic bullying
□Other_____

What did the alleged offender (bully) say or do? Explain in the space below?

_____
_____
_____
_____
_____

Did the incident of bullying or harassment include any of the following? Circle all that apply? Race Color

Weight National Origin Ethnic Group Religion Disability Religious Practice Sexual Orientation Gender Sex

Did a physical injury occur? □no □yes, medical attention needed □yes, evaluation by school nurse □yes, other medical attention received: _____

Is there any additional information that you would like to share? Please explain below:

_____
_____
_____
_____

Signature: _____ Date:_____

Please do not write below this line

Report received: _____

Staff assigned to case:_____

Student violation occurred? □yes □no

Follow up actions planned and outcomes:

_____
_____
_____
_____