

Harassment, Intimidation, and Bullying Reporting Form

PLEASE NOTE:

- 1) Please print, complete, and return this form to the principal.
- 2) No disciplinary action will be taken against an alleged aggressor based solely on anonymous reporting.

Aggressor(s): _____

Targeted student: _____

Reporting person (optional): _____

Your email address (optional): _____

Your phone number (optional): _____ Today's Date _____

Name of school adult you've already contacted (if any): _____

On what dates did the incident(s) happen (if known): _____

Where did the incident(s) happen? Check all that apply.

- | | | | |
|------------------------------------|--------------------------------------|--|---|
| <input type="checkbox"/> Classroom | <input type="checkbox"/> Locker room | <input type="checkbox"/> School bus | <input type="checkbox"/> During school activity |
| <input type="checkbox"/> Hallway | <input type="checkbox"/> Sport Field | <input type="checkbox"/> Internet | <input type="checkbox"/> Off school property |
| <input type="checkbox"/> Restroom | <input type="checkbox"/> Playground | <input type="checkbox"/> Cell phone | |
| <input type="checkbox"/> Lunchroom | <input type="checkbox"/> Parking lot | <input type="checkbox"/> On the way to/from school | |

Other (Please describe): _____

Please check the box that best describes what the bully did? Check all that apply.

- Hitting, kicking, shoving, spitting, hair pulling or throwing something at the student
- Getting another person to hit or harm the student
- Teasing, name calling, making critical remarks or threatening in person, by phone, by e-mail, etc.
- Putting the student down and making the student a target of jokes
- Making rude and/or threatening gestures
- Excluding or rejecting the student
- Making the student fearful, demanding money or exploiting
- Spreading harmful rumors or gossip
- Cyber bullying (bullying by calling, texting, emailing, web posting, etc.)
- Other

If you select other, please describe: _____

Why do you think the harassment, intimidation or bullying occurred? _____

Were there any witnesses? Yes No

If yes, please provide their names: _____

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Did a physical injury result from this incident? Yes No

If yes, please describe? _____

Was the targeted student absent from school as a result of this incident? Yes No

If yes, please describe? _____

Is there any additional information? _____

Thank you for reporting

FOR OFFICE USE

Received by: _____

Date received: _____

Action taken: _____

Parent/guardian contacted: _____

Check one: Resolved Unresolved

Referred to: _____