

BULLYING, HARASSMENT OR INTIMIDATION REPORTING FORM

(For definitions of Harassment, Intimidation, and Bullying, please see other side.)

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	Circle one: 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 Offenders(s) (If known)	Age	School (if known)	Is he/she a student?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> 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):**
- | | |
|--|---|
| <input type="checkbox"/> Any bullying, harassment, or intimidation that involves physical aggression
<input type="checkbox"/> To get another person to hit or harm the student
<input type="checkbox"/> Teasing, name-calling, making critical remarks, or threatening, in person or by other means
<input type="checkbox"/> Electronic Communication (specify) _____
<input type="checkbox"/> Other (specify) _____ | <input type="checkbox"/> Demeaning and making the victim of jokes
<input type="checkbox"/> Making Rude and/or threatening gestures
<input type="checkbox"/> Excluding or rejecting the student
<input type="checkbox"/> Intimidating (bullying), extorting, or exploiting
<input type="checkbox"/> Spreading harmful rumors or gossip |
|--|---|

- 5. Where did the incident happen (choose all that apply)?**
- | | | |
|--|--|--|
| <input type="checkbox"/> On school property | <input type="checkbox"/> At a school-sponsored activity or event off school property | <input type="checkbox"/> On a school bus |
| <input type="checkbox"/> On the way to/from school | <input type="checkbox"/> Electronically | |

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6. What did the alleged offender(s) say or do? _____

(Attach a separate sheet if necessary)

7. Why did the harassment or intimidation (bullying) occur? _____

(Attach a separate sheet if necessary)

8. Did a physical injury result from this incident? Place an "X" next to one of the following:
 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? Yes No
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? Place an "X" next to one of the following:
 No
 Yes, but psychological services have not been sought
 Yes, psychological services have been sought

12. Is there any additional information you would like to provide? _____

(Attach a separate sheet if necessary)

Signature: _____ Date: _____

Definition of Bullying, Harassment, and Intimidation

Intentional conduct, including verbal, physical, or written conduct, or an intentional electronic communication, that: **(I)** creates a hostile educational environment by substantially interfering with a student's educational benefits, opportunities, or performance, or with a student's physical or psychological well-being and is: 1. motivated by an actual or a perceived personal characteristic including race, national origin, marital status, sex, sexual orientation, gender identity, religion, ancestry, physical attribute, socioeconomic status, familial status, or physical or mental ability or disability; or 2. threatening or seriously intimidating; and **(II)** 1. Occurs on school property, at a school activity or event, or on a school bus; or 2. Substantially disrupts the orderly operation of a school. Electronic communication means a communication transmitted by means of an electronic device, including a telephone, cellular phone, computer, or pager.