

## STUDENT HARASSMENT AND BULLYING COMPLAINT FORM

Harassment and bullying are serious offenses and will not be tolerated. Bullying includes, but is not limited to, harassment, intimidation, hazing, menacing acts of a student. If you wish to report an incident of alleged harassment and/or bullying occurring during this school year, complete this form and return it to the principal at the student's school. All school employees are required to report alleged violations.

Today's Date: \_\_\_\_\_ School: \_\_\_\_\_  
                  Month           Day           Year

**PERSON REPORTING INCIDENT**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Place an X in the appropriate blank:      School Staff \_\_\_\_\_ Parent/Guardian \_\_\_\_\_ Student \_\_\_\_\_ Other \_\_\_\_\_

1. Name of student victim: \_\_\_\_\_ Age: \_\_\_\_\_

2. Name(s) of alleged offender(s) (if known): (Please print.)      Age      School      Is he/she a student?

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      Yes    No

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      Yes    No

3. On what date(s) did the incident happen?

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
Month           Day           Year           Month           Day           Year           Month           Day           Year

4. 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      \_\_\_\_\_ On the way to/from school

5. Place a check next to the statement(s) that best describe(s) what happened (Choose all that apply):

- \_\_\_\_\_ Hitting, kicking, shoving, spitting, hair pulling, or throwing something
- \_\_\_\_\_ Getting another person to hit or harm the student
- \_\_\_\_\_ Teasing, name-calling, making critical remarks, or threatening, in person or by other means
- \_\_\_\_\_ Demeaning and making the victim of jokes
- \_\_\_\_\_ Making rude and/or threatening gestures
- \_\_\_\_\_ Intimidating (bullying), extorting, or exploiting
- \_\_\_\_\_ Spreading harmful rumors or gossip
- \_\_\_\_\_ Cyberbullying
- \_\_\_\_\_ Hazing
- \_\_\_\_\_ Other (Specify.) \_\_\_\_\_

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

(Attach a separate sheet, if necessary)

Signature \_\_\_\_\_

Date \_\_\_\_\_