

## Bullying, Harassment, or Intimidation Reporting Form

*(For definitions of Bullying, Harassment, or Intimidation, see reverse 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	
<b>Person Reporting Incident</b> Check One: <input type="checkbox"/> Student <input type="checkbox"/> Student (Witness/Bystander) <input type="checkbox"/> Parent/Guardian <input type="checkbox"/> Close adult relative <input type="checkbox"/> School Staff			
<b>Name:</b>	<b>Telephone:</b>	<b>E-mail:</b>	
<b>1. Name of Student Victim</b>			<b>Age</b>
2. Name(s) of Alleged Offender(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<br><input type="checkbox"/> Getting another person to hit or harm the student<br><input type="checkbox"/> Teasing, name-calling, marking critical remarks, or threatening, in person or by other means<br><input type="checkbox"/> Electronic Communication (specify) _____ | <input type="checkbox"/> Demeaning and making the victims of jokes<br><input type="checkbox"/> Making rude and/or threatening gestures<br><input type="checkbox"/> Excluding or rejecting the student<br><input type="checkbox"/> Intimidating (bullying), extorting, or exploiting<br><input type="checkbox"/> Spreading harmful rumors or gossip |
|--|--|

Other (specify) \_\_\_\_\_

**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"/> The way to/from school | <input type="checkbox"/> Electronically  |  |

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

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

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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

**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.