

BULLYING, HARASSMENT, OR INTIMIDATION REPORTING FORM

Directions:

The Bullying, Harassment or Intimidation Reporting Form should be used to report alleged incidents of bullying, harassment, or intimidation. If you are a student, the parent/guardian or caregiver of a student, a close adult relative of a student, a school staff member, or a bystander and wish to report an incident of alleged bullying, cyberbullying, harassment, or intimidation, please complete this form and return it to the school principal. You may contact the school for additional information or assistance at any time. (Bullying, cyberbullying, harassment, and intimidation definitions are provided below.)

Definitions:

Bullying - unwanted, demeaning behavior among students that involves a real or perceived power imbalance. The behavior is repeated, or is highly likely to be repeated, over time. To be considered bullying, the behavior must be intentional and include: 1) *an imbalance of power* (students who bully use their physical, emotional, social, or academic power to control, exclude, or harm others), and 2) *repetition* (bullying behaviors happen more than once or are highly likely to be repeated based on evidence gathered).

Cyberbullying - bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through texting, apps, or online via social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or hurtful content about another student. It can include sharing personal or private information about someone else causing embarrassment or humiliation.

Harassment – includes actual or perceived negative actions that offend, ridicule, or demean another student with regard to race, which may also include acts of racism, ethnicity, national origin, immigration status, family/parental or marital status, sex, sexual orientation, gender identity, gender expression, religion, ancestry, physical attributes, socioeconomic status, physical or mental ability, or disability.

Intimidation – any communication or action directed against another student that threatens or induces a sense of fear and/or inferiority. Retaliation may be considered a form of intimidation.

BULLYING, HARASSMENT, OR INTIMIDATION REPORTING FORM

(PLEASE PRINT ALL INFORMATION)

Today's date: _____ / _____ / _____ School: _____
Month Day Year

PERSON REPORTING INCIDENT Name: _____

Phone: _____ E-mail: _____

Place an **X** in the appropriate box: Student Parent/guardian/caregiver of a student Close adult relative of a student

School staff Bystander

1. Alleged Targeted Student(s)

Name:	Age:	Days absent as a result of the incident: (if known)

2. Alleged Respondent(s) (if known)

Name	School: (if known)	Age: (if known)	Student: (Y/N)	Days absent as a result of the incident: (if known)

3. Alleged Witness(es) (if known)

Name	School: (if known)	Age: (if known)	Student: (Y/N)

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

_____ / _____ / _____
 _____ / _____ / _____
 _____ / _____ / _____
Month Day Year Month Day Year Month Day

5. Place an X next to the statement(s) that best describes what happened (choose all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Actions/comments related to the student's race/ethnicity | <input type="checkbox"/> Demeaning behavior to impress others |
| <input type="checkbox"/> Actions/comments related to the student's national origin. | <input type="checkbox"/> Demeaning behavior just to be mean |
| <input type="checkbox"/> Actions/comments related to the student's religion | <input type="checkbox"/> An act or threat of retaliation |
| <input type="checkbox"/> Actions/comments related to the student's sex/sexual orientation | <input type="checkbox"/> Gang related/gang recruitment |
| <input type="checkbox"/> Actions/comments related to the student's Immigration status | <input type="checkbox"/> Human trafficking/prostitution recruitment |
| <input type="checkbox"/> Actions/comments related to the student's family/parental or marital status | <input type="checkbox"/> Any bullying, harassment, or intimidation that involves physical aggression |
| <input type="checkbox"/> Actions/comments related to the student's socio-economic status | <input type="checkbox"/> Cyberbullying (social media, text messages, etc.) |
| <input type="checkbox"/> Actions/comments related to the student's academic performance | <input type="checkbox"/> Teasing, name-calling, making critical remarks |
| <input type="checkbox"/> Actions/comments related to the student's perceived sexual orientation | <input type="checkbox"/> Demeaning or making the student the target of jokes |
| <input type="checkbox"/> Actions/comments related to the student's gender expression | <input type="checkbox"/> Making rude and/or threatening gestures |
| <input type="checkbox"/> Actions/comments related to the student's gender identity | <input type="checkbox"/> Excluding or rejecting the student |
| <input type="checkbox"/> Actions/comments related to the student's disability | <input type="checkbox"/> Intimidating, extorting, exploiting the student |
| <input type="checkbox"/> Actions/comments related to the student's physical appearance | <input type="checkbox"/> Getting another person to target or demean the student |
| <input type="checkbox"/> Actions/comments related to the student's health condition | <input type="checkbox"/> Spreading hurtful rumors or gossip |
| <input type="checkbox"/> Actions/comments related to the student's genetic information | <input type="checkbox"/> Racial/ethnic harassment |
| | <input type="checkbox"/> Sexual harassment |
| | <input type="checkbox"/> Racism |
| | <input type="checkbox"/> Other: (Please Specify) _____ |

6. Where did the incident(s) happen? (Place an X next to the statement(s); choose all that apply)

- On school property (please specify location) _____
- On the way to/from school*
- On a school bus
- Off school property or at a school-sponsored activity or event
- Digital device on school property Digital device off school property During virtual learning
- Other (please specify): _____

*Will be collected unless specifically excluded by Board of Education policy

7. Describe the incident(s), including what the alleged respondent(s) said or did.

8. Do you know of any reasons why the bullying, cyberbullying, harassment, and/or intimidation may have been directed at you?

9. 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

10. If there was a physical injury, do you think there will be permanent effects? Yes No

11. Was the student target absent from school as a result of the incident? Yes No

If yes, how many days was the student target absent from school as a result of the incident? _____

12. 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, and psychological services have been sought

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

Signature:

Date: