

# Harassment, Intimidation Or Bullying Reporting Form

*This is a form to report alleged harassment and intimidation (bullying) that occurred on school property; at a school-sponsored activity or event off school property; on a school bus, in the current school year.*

**HARASSMENT, INTIMIDATION, OR BULLYING MEANS: (1) ANY INTENTIONAL, WRITTEN, VERBAL, OR PHYSICAL ACT THAT A STUDENT HAS EXHIBITED TOWARD ANOTHER PARTICULAR STUDENT MORE THAN ONCE AND THE BEHAVIOR BOTH (A) CAUSES MENTAL OR PHYSICAL HARM TO THE OTHER STUDENT, AND (B) IS SUFFICIENTLY SEVERE, PERSISTENT, OR PERVASIVE THAT IT CREATES AN INTIMIDATING, THREATENING, OR ABUSIVE EDUCATIONAL ENVIRONMENT FOR THE OTHER STUDENT, OR (2) VIOLENCE WITHIN A DATING RELATIONSHIP.**

*If you are a student, victim, witness, parent/guardian of a student victim, a close adult relative of a student victim, or a school staff member and wish to report an incident of alleged harassment, intimidation, or bullying, complete this form and hand deliver to a main office staff of the school in question.*

Name (Print): \_\_\_\_\_ Today's Date: \_\_\_\_\_

Your Title (Check One):  Student  Parent  Staff  Other Name of Victim: \_\_\_\_\_

Name of Accused: \_\_\_\_\_

| INCIDENT   |  |      |  |
|--|--|------|--|
| Date   |  | Time |  |
| Location   |  |      |  |
| What Happened? Please specify the alleged incident:<br>A) What occurred? |  |      |  |
| B) When and where did the incident take place?                           |  |      |  |
| C) Why do you believe the actions constitute bullying?                   |  |      |  |

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D) Who witnessed the incident?

E) How many times has this occurred?

What was your response? Did it help the victim?

List and attach, is possible, any additional information and evidence (for example, photos, notes, letters, damaged property).

***I agree that all of the above information is true and accurate to the best of my knowledge.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Person Receiving Form: \_\_\_\_\_ Date: \_\_\_\_\_

**HAND DELIVER THIS DOCUMENT TO A MAIN OFFICE STAFF**