

Today's Date: ___/___/___

School: _____

PERSON REPORTING INCIDENT: *This box may be left blank if an anonymous report is being made*
 Name: _____ Phone: _____ Email: _____

Place an **X** in the appropriate box: Student Student (witness/bystander) Parent/Guardian Close adult relative School staff

Check whether you are the: Target of the behavior Reporter (not the target)

Date(s) incident(s) occurred: ___/___/___ ___/___/___ ___/___/___
Month Day Year Month Day Year Month Day Year

Name of student victim(s): _____ Grade: _____

Name(s) of alleged offender(s) (if known):	Grade	School (if known)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Name(s) of Witnesses (List people who saw the incident or have information about it):

- _____ student (Grade: ___) staff other _____
- _____ student (Grade: ___) staff other _____
- _____ student (Grade: ___) staff other _____

Type of Bullying (X all that apply):

- Name calling/offensive remarks Exclusion Hit, kicked, punched Told lies or false rumors Threatened
- Racial concerns Sexual comments Took/damaged possessions cyber bullying (ie. Social media, texting,etc.)

Where did the bullying happen? (X all that apply):

- School event Hallway In class with teacher In class without teacher Restroom Line-up areas Lunchroom
- To/from school Bus Stop Bus Playground Other: _____

People the victim has spoken to about the bullying incident (X all that apply):

- Teacher Other adult at school Parent/Guardian Sibling Friend Close adult relative

Describe the details of the incident (including names of people involved, what occurred, and what each person did and said, including specific words used). Please use additional space on back if necessary.

Did a physical injury result from this incident?

No Yes, but did not require medical attention Yes, and it required medical attention (please provide documentation)

Medical attention required (explain): _____

Was the student victim absent from school as a result of this incident? Yes No

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

Is there any additional information you would like to provide?

Please Note: The school district is not authorized to disclose to a victim, private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students involved in a bullying incident and the remedial action taken, to the extent permitted by law, based on a confirmed report.

Signature: _____

Date: _____