

Harassment/Bullying Form for Staff, Students & Parents

Date: _____ Time: _____ Location: _____

Student(s) Initiating Bullying/Harassment:

Name	Grade	Class	School

Student Affected:

Name	Grade	Class	School

Type of Harassment Alleged:

Racial	Sexual	Religious	Other (Describe)

Check all spaces below that apply. Adult stated or identified as inappropriate behaviors as:

- | | | |
|---|--|---|
| <input type="checkbox"/> Name Calling
<input type="checkbox"/> Stalking
<input type="checkbox"/> Inappropriate Gesturing
<input type="checkbox"/> Staring/Leering
<input type="checkbox"/> Writing/Graffiti
<input type="checkbox"/> Threatening
<input type="checkbox"/> Cyberbullying | <input type="checkbox"/> Taunting/Ridiculing
<input type="checkbox"/> Inappropriate Touching
<input type="checkbox"/> Spitting
<input type="checkbox"/> Demeaning Comments
<input type="checkbox"/> Stealing
<input type="checkbox"/> Other (List)
<input type="checkbox"/> Other (List) | <input type="checkbox"/> Shoving/Pushing
<input type="checkbox"/> Hitting/Kicking
<input type="checkbox"/> Flashing a Weapon
<input type="checkbox"/> Intimidation/Extortion
<input type="checkbox"/> Damaging Property |
|---|--|---|

Describe the Incident: _____

Yes, the incident involved physical injury. No, physical injury was not involved.

Names of witnesses and, if not students or district employees, any address or phone number if you know:

Physical Evidence

- | | |
|---|---|
| <input type="checkbox"/> Graffiti
<input type="checkbox"/> Notes
<input type="checkbox"/> Video/Audio Tape
<input type="checkbox"/> Other (List) _____ | <input type="checkbox"/> E-Mail
<input type="checkbox"/> Web Sites
<input type="checkbox"/> Other (List) _____
<input type="checkbox"/> Other (List) _____ |
|---|---|

Staff Reporting an Incident

Signature of Staff Member Reporting Incident: _____

Parent(s) contacted: Date: _____ Time: _____

Administrative Response Taken

Parent/Student Reporting an Incident

Signature of Student (In presence of the Investigating Officer) Date

Signature of Investigating Officer Date

Administrative Response Taken

Notice: You are cautioned that any reporting of false allegations will be considered a form of harassment and insubordination and shall be grounds for disciplinary action. You must also realize that failure to substantiate your allegations does not in and of itself indicate that you are reporting false allegations and should not be the basis of retaliation, provided you do not take the situation outside of the bounds of this procedure. Remember, you do not have a right to malign or defame without evidence the good name of another individual especially to advance your own personal interests.