



Freehold Township Elementary School District
384 West Main Street
Freehold, New Jersey 07728

...preparing all students to be
responsible citizens and life
long learners.

Written Report Form

Person Reporting Incident: Name: School/Location:

Student Staff Member Parent/Guardian Volunteer Other:

Date of alleged incident: Where did the alleged incident occur?

Under New Jersey law, "harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act or any electronic communication, whether it is a single incident or a series of incidents, that is:

a. Reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, OR

b. By any other distinguishing characteristic; AND THAT

(One of the above conditions, a or b, must be present to be considered harassment, intimidation or bullying. If one of the above conditions is present, c and d or e or f must be present as well.)

c. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils; AND THAT

d. A reasonable person should know under the circumstances will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; OR

e. Has the effect of insulting or demeaning any pupil or group of pupils; OR

f. Creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.

Student(s)/Person(s) Accused of Exhibiting Harassment, Intimidation or Bullying (HIB) Behavior:

1. 2. 3.

4. 5. 6.

Student(s) Alleged to be the Target of HIB Behavior:

1. _____ 2. _____ 3. _____

a. Please place an "x" next to the statement(s) that best describes the behavior reported:

- | | |
|---|--|
| <input type="checkbox"/> physical aggression or contact to a pupil | <input type="checkbox"/> destruction of property |
| <input type="checkbox"/> teasing or name-calling | <input type="checkbox"/> stalking another pupil |
| <input type="checkbox"/> insulting or demeaning comments | <input type="checkbox"/> publicly humiliating a pupil |
| <input type="checkbox"/> threatening comments, gestures or physical acts | <input type="checkbox"/> stealing or theft |
| <input type="checkbox"/> intimidating conduct toward another pupil | <input type="checkbox"/> defacing/destroying property |
| <input type="checkbox"/> spreading harmful rumors or gossip about a pupil | <input type="checkbox"/> excluding or rejecting a pupil |
| <input type="checkbox"/> getting another person to harm a pupil | <input type="checkbox"/> extorting or exploiting a pupil |
| <input type="checkbox"/> harassment, intimidation or bullying through electronic communications | |
| <input type="checkbox"/> other – please specify _____ | |

b. Please describe below the details of the incident you are reporting:

c. Please list below the name(s) of any person(s) or pupil(s) you believe either witnessed or have knowledge of the incident you are reporting:

	<u>Name</u>	<u>Work Location/School/Grade</u>	<u>Witness</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

d. Did you file a verbal report with the Principal or designee on the same day of witnessing or receiving reliable information regarding behavior being reported? ____ Yes ____No

I certify the information contained in this Report is accurate and true to the best of my knowledge.

_____ Signature of Person Making Report	_____ Position (staff member/parent/pupil/etc.)	_____ Date
_____ Name of Person Receiving Report	_____ Title	_____ Date

Report #: _____ (to be assigned by Principal or designee)