

# Harassment Reporting Form

Harassment, in any form, is serious and will not be tolerated. This is a form to report harassment that occurred on school property, at a school-sponsored activity, or event off school property; on a school bus; or on the way to and/or from school, in the current school year.

## PERSON REPORTING INCIDENT

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Today's Date: \_\_\_\_\_ School: \_\_\_\_\_

### Please check the appropriate box:

- €  Student
- €  Student (Witness/Bystander)
- €  Parent/Guardian or other close adult relative
- €  School Staff
- €  Other: \_\_\_\_\_

## INCIDENT INFORMATION:

1. Name of student victim: \_\_\_\_\_ Age: \_\_\_\_\_

2. What happened and who was involved?

---

---

---

---

---

3. Please check all that apply in best describing what happened:

- €  Any bullying, harassment, or intimidation that involved physical aggression
- €  Getting another person to hit or harm the student
- €  Repeated teasing, name-calling, making critical remarks, or threatening, in person or by other means
- €  Making jokes about the student
- €  Making rude and/or threatening gestures
- €  Excluding or rejecting the student
- €  Intimidating the student
- €  Spreading harmful rumors or gossip
- €  Electronic communications (explain): \_\_\_\_\_

€  Suicide/Suicide Talk

€  Other: \_\_\_\_\_

4. When did this happen? Date and time if known. \_\_\_\_\_

5. Where did the incident happen (choose all that apply):

- €  On school property
- €  On a school bus
- €  At a school-sponsored activity or event off school property
- €  On the way to/from school

6. Has it happened before? \_\_\_\_\_

7. Have you told an adult about this problem? If so, who did you tell? \_\_\_\_\_

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

Revised 7/24/2012