

REPORTING OF HARASSMENT, INTIMIDATION, OR BULLYING OF A STUDENT

District Policy 3207: The District is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers, and patrons that is free from harassment, intimidation, and bullying. "Harassment, intimidation and bullying" is any intentional electronic, written, verbal, or physical act, including but not limited to one shown to be motivated by race, religion, creed, color, ancestry, national origin, age, marital status, honorably discharged veteran or military status, gender, gender expression or identity, sexual orientation, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a person with a disability or other distinguishing characteristics, that:

- Physically harms a student or damages the student's property;
- Has the effect of substantially interfering with a student's education;
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.

Today's Date

Name(s) of student(s) involved:

Reporting person (optional):

Contact information:

Name of person completing form:

Name of school adult you already contacted (if any):

On what date(s) did the incident(s) happen (if known):

Please describe how the incident meets the definition of harassment, intimidation, or bullying that is stated at the top of this form:

Where did the incident happen? (check all that apply):

- | | | | | |
|--------------------------------------|---|-------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Classroom | <input type="checkbox"/> Hallway restroom | <input type="checkbox"/> Playground | <input type="checkbox"/> Locker room | <input type="checkbox"/> Lunch room |
| <input type="checkbox"/> Parking lot | <input type="checkbox"/> School bus | <input type="checkbox"/> Internet | <input type="checkbox"/> Cell Phone | <input type="checkbox"/> Sport field |

- On the way to/from school Off school property During a school activity

Other, please describe:

Please check any that apply:

- | | |
|--|---|
| <input type="checkbox"/> Hitting, kicking, shoving, spitting, hair pulling, or throwing something at the student | <input type="checkbox"/> Making rude and/or threatening gestures |
| <input type="checkbox"/> Getting another person to hit or harm the student | <input type="checkbox"/> Excluding or rejecting the student |
| <input type="checkbox"/> Teasing, name calling, making critical remarks or threatening in person, by phone, by email, etc. | <input type="checkbox"/> Making the student fearful, demanding money, or exploiting |
| <input type="checkbox"/> Putting the student down and/or making the student a target of jokes | <input type="checkbox"/> Spreading harmful rumors or gossip |
| | <input type="checkbox"/> Cyber bullying (bullying by calling, texting, emailing, electronic posting, etc. |

Other, please describe:

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Why do you think the harassment, intimidation, or bullying occurred:

Were there any witnesses? No Yes If yes, please provide their names:

Did a physical injury result from this incident? No Yes If yes, please describe:

Is there any additional information?

Thank you for reporting. Please submit this form to your building administrator/principal.

FOR DISTRICT/OFFICE USE ONLY

Did the incident cause the student to be absent from school? No Yes If yes, please describe:

Received by:

Date

Referred to:

Date

Action taken:

Parent/Guardian Contacted:

Date

Notes

Resolved

Unresolved

Copy to District Compliance Officer