



# Report of Bullying / Harassment Incident

Was there an imbalance of power?    Yes    No

Has this happened before?    Yes    No

**If you answered yes to both questions, complete this document:**

(If you answered yes to only 1 of the questions, contact the counselor or social worker, if needed.)

|   |                                      |  |  |
|---|--------------------------------------|--|--|
| Suspected Bully: _____                                    |                                      | Grade: _____                           | Room: _____  |
| Was it an issue of: Other? <u>Y / N</u><br>(Campus _____) | Race? <u>Y / N</u><br>(Campus _____) | Gender? <u>Y / N</u><br>(Campus _____) | Sexual Orientation? <u>Y / N</u><br>(Campus _____) |

Target: \_\_\_\_\_ Grade: \_\_\_\_\_ Room: \_\_\_\_\_

Bystander(s) / Witness(es): \_\_\_\_\_

Reporting Staff Member: \_\_\_\_\_ Date: \_\_\_\_\_

Location of Incident: \_\_\_\_\_ Time: \_\_\_\_\_

### Behavior (check all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Taunting / Insulting                         | <input type="checkbox"/> Disrespect Peers       |
| <input type="checkbox"/> Rumors (starting / spreading)                | <input type="checkbox"/> Purposeful Exclusion   |
| <input type="checkbox"/> Purposely Embarassing / Humiliating          | <input type="checkbox"/> Intimidation / Threats |
| <input type="checkbox"/> Destruction of Personal Property             | <input type="checkbox"/> Name Calling           |
| <input type="checkbox"/> Physical Aggression (e.g. pushing / shoving) | <input type="checkbox"/> Cyberbullying          |
| <input type="checkbox"/> Other: _____                                 |   |

### Description of Incident:

\_\_\_\_\_  
\_\_\_\_\_

### Below is for Bully Prevention Team Only

#### Action Taken:

Name of Interviewer: \_\_\_\_\_ Date of Interview: \_\_\_\_\_

- Student Completed Reflection Form
- Phone Call To Parent of Bully
- Phone Call To Parent of Target

- Offense # 1 2 3 (circle)
- Letter Sent to Parent of Bully
  - Letter Sent to Parent of Target

Consequence: \_\_\_\_\_

\_\_\_\_\_