Bullying, harassment, intimidation or discrimination are serious and will not be tolerated. This is a form to report alleged bullying, harassment, intimidation or discrimination 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 2014-15 school year. If you are a student victim, the parent/guardian of a student victim, a close adult relative of a student victim, or a school staff member and wish to report an incident of alleged bullying, harassment or intimidation, complete this form and return it to the DASA Coordinator or Principal at the student victim’s school. Contact the school for additional information or assistance at any time. Bullying, harassment, intimidation or discrimination means intentional conduct, including verbal, physical, or written conduct or an intentional electronic communication that creates a hostile educational environment by substantially interfering with a student’s educational benefits, opportunities, or performance, or with a student’s physical or psychological well-being and is:

- Motivated by an actual or a perceived personal characteristic including race, national origin, marital status, sex, sexual orientation, gender identity, religion, ancestry, physical attributes, socioeconomic status, familial status, or physical or mental ability or disability; or,
- Threatening or seriously intimidating; and,
- Occurs on school property, at a school activity or event, or on a school bus; or,
- Substantially disrupts the orderly operation of a school.

“Electronic communication” means a communication transmitted by means of an electronic device, including a telephone, cellular phone, computer (i.e. Facebook or any other social networking sites).

### Today’s Date: __________________________  School: __________________________

### Person Reporting Incident: Name __________________________

### Telephone: __________________________  Email: __________________________

Check the appropriate box:  ____ Student  ____ Student (witness/bystander)  ____Parent/Guardian  ____Close adult relative  ____School Staff Member

1. Name of student victim __________________________________________  Grade: _____________

2. Name(s) of alleged offender(s) (if known) (Please print) | Age | School (if known) | Is he/she a student?
---|---|---|---

3. On what date(s) did the incident happen?  Month____ Day____ Year____  Month____ Day____ Year____

4. Where did the incident happen?  (Check 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

5. Check the statement(s) that best describes what happened (choose all that apply):

- Any bullying, harassment, or intimidation that involves physical aggression
- Getting another person to hit or harm the student
- Teasing, name-calling, making critical remarks, or threatening, in person or by other means
- Excluding or rejecting the student
- Making rude and/or threatening gestures
- Spreading harmful rumors or gossip
- Intimidating (bullying), extorting, or exploiting
- Electronic communications (specify) __________________________________________
- Other (specify) __________________________________________

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6. What did the alleged offender(s) say or do? (Attach a separate sheet if necessary)

____________________________________________________________________________________________________________________________________________________________

7. Why did the bullying, harassment or intimidation occur? (Check all that apply)
   ___ Verbal Bullying    ___ Physical Bullying     ___ Social / Relational Bullying
   ___ Cyber Bullying    ___ Hazing               ___ Harassment
   ___ Sexual Harassment ___ Other ________________________________

____________________________________________________________________________________________________________________________________________________________

8. Did a physical injury result from this incident? (Indicate one of the following):
   ___ No         ___ Yes, but it did not require medical attention    ___ Yes, and it required medical attention

9. If there was a physical injury, do you think there will be permanent effects?    ___ Yes    ___ No

10. Was the student victim absent from school as a result of the incident?    ___ Yes    ___ No     If yes, how many days was the student victim absent from school as a result of the incident? ______

11. Did a psychological injury result from this incident? (Indicate one of the following):
    ___ No         ___ Yes, but psychological services have not been sought    ___ Yes, psychological services have been sought

12. The reported alleged incident involved the following: (Check all that apply):
    ___ Race        ___ Ethnic group     ___ Sexual Orientation     ___ Color     ___ Religion     ___ Gender
    ___ Weight     ___ Religious Practice ___ Sex        ___ National Origin     ___ Disability     ___ None

13. Is there any additional information you would like to provide? ______________________________________________________________________________________________________________________________________________________________

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____________________________________________________________________________________________________________________________________________________________

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____________________  ___________________________  __________/_____/_____
Signature               Date