PCES Student Bullying/Harassment Complaint Form

Name of Person Reporting Incident ________________________________

Phone Number _______________    Email ____________________________

Address __________________________________________________________________________

Name of Staff Member or Student at which bullying/harassment behavior is being directed:
__________________________________________________________________________________

Grade: ___________    Teacher: ________________________________

Possible Motivation for Bullying/Harassment:

____ Age    ____ Ancestry    ____ Physical Appearance

____ Gender    ____ National Origin    ____ Peer Attention

____ Creed    ____ Race/Color

____ Religion    ____ Social/Economic Status

____ Other (fill in) __________________________________________

__________________________________________________________________________________

Description of Incidents (Include date, times, behaviors, locations, type of social media):

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

Names of individuals involved in the aggressive behaviors: ________________________________

__________________________________________________________________________________

__________________________________________________________________________________

Names of witnesses and bystanders: ________________________________

__________________________________________________________________________________

__________________________________________________________________________________

Return this completed form to the office at Pinev Chapel Elementary. This form will assist the
Is there any additional information that you would like to provide?

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Name: ___________________________ Date: ___________________________

Signature: ___________________________

This section to be completed by school officials.

Investigation Findings of the Harassment/Bullying Incident

What actions were taken to investigate this incident?

What corrective action was taken in this case?

Parent Notifications:

Alleged victim’s parent notified on: _____________ via ______________

Alleged offender’s parent notified on: _____________ via ______________

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