

# STUDENT HARASSMENT AND BULLYING COMPLAINT FORM

Harassment and bullying are serious offenses and will not be tolerated. Bullying includes, but is not limited to, harassment, intimidation, hazing, or menacing acts of a student. If you wish to report an incident of alleged harassment and/or bullying occurring during this school year, complete this form and return it to the principal at the student's school. All school employees are required to report alleged violations.

Today's date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ School: \_\_\_\_\_  
Month Day Year

## PERSON REPORTING INCIDENT

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

Telephone: \_\_\_\_\_

Place an X in the appropriate blank:  School Staff  Parent/Guardian  Student  Other (\_\_\_\_\_)

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

2, Name(s) of alleged offender(s) (if known): (Please print.)	Age	School	Is he/she a student?
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

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

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_    \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_    \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month Day Year    Month Day Year    Month Day Year

4. Where did the incident happen (Choose all that apply.)?

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

5. Place a check next to the statement(s) that best describe(s) what happened (Choose all that apply.):

Hitting, kicking, shoving, spitting, hair pulling, or throwing something  
 Getting another person to hit or harm the student  
 Teasing, name-calling, making critical remarks, or threatening, in person or by other means  
 Demeaning and making the victim of jokes  
 Making rude and/or threatening gestures  
 Intimidating (bullying), extorting, or exploiting  
 Spreading harmful rumors or gossip  
 Cyberbullying  
 Hazing  
 Other (Specify.) \_\_\_\_\_

6. What did the alleged offender(s) say or do? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach a separate sheet, if necessary.)

Signature \_\_\_\_\_

Date \_\_\_\_\_