

# 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: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month Day Year

School: \_\_\_\_\_

## 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?
_____	_____	_____	___ Yes ___ No
_____	_____	_____	___ Yes ___ No
_____	_____	_____	___ Yes ___ 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? \_\_\_\_\_

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(Attach a separate sheet, if necessary.)

Signature \_\_\_\_\_

Date \_\_\_\_\_