

Bullying, Harassment, or Intimidation Reporting Form

Bullying, harassment, and intimidation are serious acts and are subject to discipline at Charles A. Beard School Corporation. The following form should be used to report alleged bullying, harassment, or intimidation 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 current 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 Principal at the student victim's home school. Contact the school for additional information or assistance at any time.

Bullying, harassment, or intimidation refers to intentional conduct, including verbal, physical, written, or an intentional electronic communication, that creates a hostile educational environment by substantially interfering with a student's educational benefits, opportunities, performance, or 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" refers to communication transmitted by means of an electronic device, including a telephone, cellular phone, computer, or pager.

Today's date ____/____/____

Person Reporting Incident: Name _____

Telephone _____ - _____ - _____ E-mail _____

Place an in the appropriate box:

- Student Student (witness/bystander) Parent/guardian Close adult relative School staff member

1. Name of student victim _____ School _____ Age _____
(Please print)

2. Name(s) of alleged offender(s) (If known) (Please print)	Age	School (if known)	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? ____/____/____ ____/____/____ ____/____/____
Mo./Day/Year Mo./Day/Year Mo./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 an X next to 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
 Demeaning and making the victim of jokes
 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) _____

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

7. Why did the bullying, harassment or intimidation occur? _____

8. Did a physical injury result from this incident? Place an next to 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? Place an next to one of the following:
 No Yes, but psychological services have not been sought Yes, and psychological services have been sought

12. Is there any additional information you would like to provide? _____

_____/_____/_____
Signature

In order to use the E-Mail button above, you must download the PDF or email PDF to cabbullying@cab Beard.k12.in.us
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