Bullying/Cyberbullying Reporting Form
(To Be Given to Principal)

Today's date ____/____/______  School ________________________________________________

Person Reporting Incident:  Name____________________________________________________

Telephone: _______-________-_________  Email: __________________________________________

Place an ☒ in the appropriate box:

☐ Student  ☐ Student (witness/bystander)  ☐ Parent/Guardian  ☐ Close Adult relative  ☐ School Employee, volunteer, contractor

1. Name of student victim ____________________________________________________________ Age _______
   (Please Print)

2. Name(s) of alleged perpetrator(s) (if known):  (Please print)

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<th>Age</th>
<th>School (if known)</th>
<th>Is he/she a student?</th>
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3. Name(s) of witnesses or other involved parties: (Please print)

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4. On what date(s) did the incident happen?  ____/____/_____  ____/____/_____  ____/____/_____
   Mo/ Day/ Year       Mo/ Day/ Year       Mo/ Day/ Year

5. 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   ☐ Off school property or outside a school-sponsored event or activity

6. Place an ☒ next to the statement(s) that best describes what happened (choose all that apply):

☐ Bullying or cyberbullying that involves physical harm
☐ 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 the subject of jokes
☐ Excluding the student and encouraging others to do so
☐ Spreading harmful rumors or gossip  ☐ Writing/Graffiti
☐ Stalking  ☐ Damaging/taking property
☐ Electronic communications (specify and attach copies)  ☐ Making rude and/or threatening gestures
☐ Other (specify) ________________________  ☐ Intimidating, extorting, or exploiting

7. Was the conduct related to any of the student victim’s following personal characteristics, behaviors or beliefs or the student victim’s association with someone with the following personal characteristics, behaviors or beliefs? (choose all that apply)
☐ Race
☐ Sex/Sexual Orientation
☐ Religion
☐ National Origin
☐ Physical Characteristics
☐ Behaviors
☐ Other (specify) ________________________

8. Describe in detail what the alleged perpetrator(s) said and did including the location(s) of the incident(s) and the names of any witnesses. (Attach a separate sheet if necessary)

9. Why, if you know, did the incident(s) occur? (Attach a separate sheet if necessary)

10. 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

(If yes, describe the injury)_____________________________________________________________

11. If there was a physical injury, do you think there will be permanent effects? ☐ Yes  ☐ No
12. Was the student victim absent from school as a result of the incident?  □ Yes  □ No

13. Did emotional distress result from this incident? Place an □ next to one of the following:
   □ No   Yes, but no services or treatment has been sought  □ Yes, and services and treatment have been sought

If yes, describe the injury: ________________________________________________________________

______________________________________________________________________________________

14. Is there any additional information you would like to provide?
   (Attach a separate sheet if necessary)

______________________________________________________________________________________

______________________________________________________________________________________

______________________________________________________________________________________

______________________________________________________________________________________

______________________________________________________________________________________

Signature ___________________________________ Date ________________