

**\*\*\*This form is completed by students, parents/guardians, or individuals, other than staff members, reporting alleged incidents of harassment, intimidation, and/or bullying. This form is to be submitted to the Principal so that the reported incident may be investigated.\*\*\***

## Mountainside Public Schools

### Report of Harassment, Intimidation, and/or Bullying

Harassment, intimidation, and bullying consist of words or actions that harm or threaten another person's body, property, self-esteem, or group acceptance. This includes any form of sexual harassment. Harassment, intimidation, and bullying are serious offenses and will not be tolerated. This is a form to report alleged harassment, intimidation, and bullying that occurred on school property; at a school-sponsored activity or event off school property; or on a school bus. If you are a student victim, the parent/guardian of a student victim, or a close adult relative of a student victim, and wish to report an incident of alleged harassment, intimidation, or bullying, complete this form and return it to the Principal at the student victim's school. Contact the school for additional information or assistance at any time.

Today's Date: \_\_\_\_\_ Date of Incident: \_\_\_\_\_

Person Reporting Incident: \_\_\_\_\_

Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Place an **X** in the appropriate box:  Student  Parent/Guardian  Other

**Name of Student Victim:** \_\_\_\_\_ **Age:** \_\_\_\_\_ **School:** \_\_\_\_\_

Information on the alleged offender(s) (if known):

**Name:** \_\_\_\_\_ **Age:** \_\_\_\_\_ **School:** \_\_\_\_\_

Where did the incident occur? Choose all that apply.

On school property  At a school-sponsored activity or event off school property

On a school bus       Online       On cell phone

Place an **X** next to the statement(s) that best describes 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
- Demeaning and made the victim of jokes
- Making rude and/or threatening gestures
- Excluding or rejecting the student
- Intimidating (bullying), extorting, or exploiting
- Spreading harmful rumors or gossip
- Unsolicited or inappropriate physical contact including that of a sexual nature
- Other (specify)

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

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Where did the alleged harassment/bullying occur?

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For how long has the behavior been occurring?

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Did a physical injury result from this/these incident(s)?     No                       Yes

If yes, what were the injuries that required medical treatment?

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**Signature (Optional):** \_\_\_\_\_ **Date:** \_\_\_\_\_

PLEASE RETURN THIS COMPLETED FORM TO THE PRINCIPAL'S OFFICE