

**La Center School District No. 101
Harassment, Intimidation or Bullying - Incident Reporting Form**

Reporting person (optional): _____

Targeted student: _____

Your email address (optional): _____

Your phone number (optional): _____ **Today's date:** _____

Name of school adult you've already contacted (if any): _____

Name(s) of aggressor(s) (if known):

On what date(s) did the incident(s) happen (if known):

Where did the incident happen? Circle/Select all that apply.

Classroom Hallway Restroom Playground Locker room Lunchroom/Cafeteria

Sport field Gym Parking lot School bus Online/Internet Cell phone

During a school activity Off school property On the way to/from school

Other (Please describe.) _____

Please circle/select the action that best describes what the bully did. Please choose all that apply.

- | | | |
|-----------------------------------|----------------------------------|----------------------------------|
| Damage to property | Gossip | Repeated behavior |
| Derogatory comments | Intimidation directed at me | Sexual stories/jokes/pictures |
| Disrespectful comments | Name calling | Sexual Orientation Slurs |
| Electronic / Cyberbullying | Offensive writing or graffiti | Slurs, rumors, jokes |
| Excluding me from activities | Physical harm or threats of harm | Spreading rumors |
| Hazing (Club, team, class, other) | Pranks | Threats (to me, friends, school) |
| Gender slurs | Put downs | Touching / grabbing |
| Gestures (Explain) | Racial slur(s) | Blocked movement |

Other: (Please describe)

Why do you think this occurred?

Were there any witnesses? Yes / No If yes, please provide their names:

Did a physical injury result from this incident? Yes / No If yes, please describe.

Was the targeted student absent from school as a result of the incident? Yes /No If yes, please describe

Are there any notes, pictures, texts, screenshots or other evidence of the event(s) you are reporting?

Is there any additional information you can add?

Thank you for reporting!

-----For Office Use-----

Received by: _____

Date received: _____

Action taken: _____

Parent/guardian contacted:

Circle one: Resolved / Unresolved Referred to: _____