

**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 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 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?

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

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

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

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

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Is there any additional information you can add?

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Thank you for reporting!

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

Received by: \_\_\_\_\_

Date received: \_\_\_\_\_

Action taken: \_\_\_\_\_

Parent/guardian contacted:

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Circle one:    Resolved / Unresolved    Referred to: \_\_\_\_\_