

BULLYING AND HARASSMENT REPORTING FORM

Trousdale County Schools strives to provide a positive educational environment that prohibits any type of bullying or harassment of students. All bullying incidents shall be reported to the principal. The principal must take prompt action to prevent future harm. Guidelines for investigating bullying allegations will be followed and appropriate actions will be implemented to address and alleviate bullying behavior.

Definition:

Bullying: (1) act directed at one or more individuals that is intended to harm or embarrass; (2) repeated over time, and (3) involves an imbalance of physical, emotional, or social power. Bullying may involve but is not limited to unwanted teasing, threatening, intimidating behavior, cyber-bullying, physical bullying, theft, sexual, religious or racial harassment and public humiliation.

Harassment: (1) act directed at one or more individuals that is received as harmful or embarrassing, (2) substantially interferes with educational opportunities, benefits, or programs of one or more individuals; (3) substantially affects the ability of an individual to participate in or benefit from the school district's educational programs or activities by placing the individual in reasonable fear of physical harm or by causing emotional distress; (4) based on an individual's actual or perceived distinguishing characteristic or is based on an association with another person who has or is perceived to have any distinguishing characteristics; (5) repeated over time and is severe, persistent, and pervasive; and (6) causes mental duress or psychological trauma to the bullied.

Today's date: _____ / _____ / _____
Month Day Year

School: _____

1. Name of student victim: _____ 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?:
_____/_____/____ _____/_____/____ _____/_____/____
Month Day Year Month Day Year Month Day Year

4. 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
- Making rude and/or threatening gestures
- Excluding or rejecting the student
- Intimidating (bullying), extorting, or exploiting
- Spreading harmful rumors or gossip
- Electronic Communication (specify) _____

Other (specify) _____

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 On the way to/from school*

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

(Attach a separate sheet if necessary)

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

(Attach a separate sheet if necessary)

8. Did a physical injury result from this incident? Place an X 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 X 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? _____

(Attach a separate sheet if necessary)

Person completing Report: _____

Print Name

Signature: _____ Date: _____

*Attach any student statements