



## Anchor Bay School District

### BULLYING, HARASSMENT, OR INTIMIDATION REPORTING FORM (Non-Title IX)

Directions: Bullying, harassment, or intimidation are serious and will not be tolerated. This is a form to report alleged bullying harassment, or intimidation that occurred on school property; at a school-sponsored activity or event off school property; on a school bus; or on the way to and/or from school, in the current school year. If you are a victim, the parent/guardian of a victim, or a close adult relative of a victim, or a school staff member and wish to report an incident of alleged bullying harassment, or intimidation, complete this form and return it to the Principal at the victim's school. Contact the school for additional information or assistance at any time.

**Bullying, harassment, or intimidation means intentional conduct, including verbal, physical, or written conduct, or an intentional electronic communication, that:**

- creates a hostile educational environment by substantially interfering with a student's educational benefits, opportunities, or performance, or with a student's physical or psychological well-being
- is motivated by an actual or a perceived personal characteristic including race, national origin, marital status, sex, sexual orientation, gender identity, religion, ancestry, physical attribute, socioeconomic status, familial status, or physical or mental ability or disability
- is threatening or seriously intimidating; and occurs on school property, at a school activity or event, or on a school bus or substantially disrupts the orderly operation of a school.

**Electronic communication means a communication transmitted by means of an electronic device, including a telephone, cellular phone, computer, or pager.**

Today's date: \_\_\_\_/\_\_\_\_/\_\_\_\_ School: \_\_\_\_\_  
Month Day Year

#### PERSON REPORTING INCIDENT

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Place an X in the appropriate box:  Student  Parent/guardian  
 Close adult relative  School Staff

1. Name of student victim: \_\_\_\_\_ Grade: \_\_\_\_\_

2. Name(s) of alleged offender(s): (Please print) \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_ Is he/she a student?  
\_\_\_\_\_  Yes  No

\_\_\_\_\_  Yes  No

\_\_\_\_\_  Yes  No

3. On what date(s) did the incident happen?:

\_\_\_\_/\_\_\_\_/\_\_\_\_    \_\_\_\_/\_\_\_\_/\_\_\_\_    \_\_\_\_/\_\_\_\_/\_\_\_\_    \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year    Month Day Year    Month Day Year    Month Day Year

4. 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\*

5. 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, 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
- Other (specify) \_\_\_\_\_

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

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(Attach a separate sheet if necessary)

7. Why did the harassment or intimidation (bullying) occur?

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(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
- Not Sure
- Yes, and it required medical attention

If yes, describe the medical attention required: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Was the student victim absent from school as a result of the incident?  Yes  No  Not Sure

If yes, how many days was the student victim absent from school as a result of the incident? \_\_\_\_\_

10. Is there any additional information you would like to provide?

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(Attach a separate sheet if necessary)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_