

Incident #: _____ (Office use only)

Somerdale Park School
Harassment, Intimidation, & Bullying
Written Incident Report

Name of person making the report: _____ Date: _____

Date and approximate time of the incident(s): _____

Victim:

Name and grade of Alleged Victim(s): _____

Aggressor:

Name and grade of the person(s) that are engaging in the alleged bullying behavior(s): _____

I believe that I have reasonable knowledge bullying has occurred in the following form(s) based upon an Actual or Perceived Characteristic (if known):

- Race Color Religion Ancestry National Origin Gender Sexual Orientation
- Gender Identity and Expression Mental or Physical Sensory Disability
- Any Other Distinguishing Characteristic: _____
(Please Explain)

Type of Bullying (if known):

- Physical Bullying (pushing, shoving, hitting, threats, vandalism, theft, etc.)
- Emotional Bullying (name calling, insults, teasing, harassing phone calls / texts, I-Ms, etc.)
- Social Bullying (gossiping, teasing about appearance, exclusion, public humiliation, etc.)
- Cyber-Bullying (texting / messaging threats, defamatory posts, derogatory emails, etc.)
- Other (please describe): _____

Were there witnesses to the incident? List the names of any/all potential witnesses:

Describe, to the best of your ability, the incident of harassment, intimidation, and/or bullying. Be certain to use specific details related to the incident including all names of those involved, location incident occurred, any education disruptions which occurred and any statements or context necessary to evaluate the allegations (for example, present or prior relationship if any of the parties, etc...) *(attach additional sheets of paper if necessary):*

Signature of Reporting Person: _____

Date: _____

Report Received by: _____

Date Received: _____