

# Bullying Harassment, or Intimidation Reporting Form

Graham Independent School District, Graham, Texas

*This form is to be kept confidentially maintained in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.*

Today's Date: \_\_\_\_\_

School: \_\_\_\_\_

Graham ISD

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 or school-related activity, or in a vehicle operated by the district. If you are a student victim, the parent / guardian of a student victim, a close adult relative of a student 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 student victim's school or to the central administration office.

Beginning with the 2012-13 school year, state law will define bullying as engaging in written or verbal expression, expression through electronic means, or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the district and that: (1) has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or (2) is sufficiently severe, persistent and pervasive enough that the action or threat creates an intimidating, threatening or abusive educational environment for a student.

Conduct is considered bullying if it (1) exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct; and (2) interferes with a student's education or substantially disrupts the operation of a school.

**Person Reporting Incident:** \_\_\_\_\_

Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Place an  in the appropriate box:

Student  Student (witness / bystander)  Parent / Guardian  Close Adult Relative  School Staff Member

1. Name of victim \_\_\_\_\_

Victim's Age \_\_\_\_\_

2. Name(s) of alleged offender(s) (if known)	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? \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

4. Where did the incident happen (choose all that apply)

- On school property
- At a school-sponsored / school-related event
- In a vehicle operated by the district

5. Place an X next to the statement(s) that best describe 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 jokes
- Excluding or rejecting the student
- Spreading harmful rumors or gossip
- Making rude and/or threatening gestures
- Intimidating (bullying), extorting, or exploiting
- Electronic communications (specify): \_\_\_\_\_
- Other (specify): \_\_\_\_\_

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

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7. Are you aware of a physical injury that resulted from this incident? Place an  next to one of the following:

- No
- Yes, but it did not require medical attention
- Yes, and it required medical attention

8. 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? \_\_\_\_\_

9. Was the student harmed in any way that you would like to report that was not previously recorded on this form?

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

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(Signature) (Date)

Internal Administrative Use Only

Date Received: \_\_\_\_\_

Investigation Completed By: \_\_\_\_\_