

SYLACAUGA CITY SCHOOLS

BULLYING, HARASSMENT OR INTIMIDATION REPORTING FORM

Bullying, harassment, or intimidation are serious acts and will not be tolerated. These acts include but are not limited to, written, electronic, verbal, or physical acts that are reasonably perceived as being motivated by any characteristic of a student, or by the association of a student with an individual who has a particular characteristic. Such characteristics may include but are not limited to the student's race, sex, religion, national origin, or disability. To constitute harassment, the behavior may do any of the following:

- Place a student in reasonable fear of harm to his or her person or damage to his or her property.
- Have the effect of substantially interfering with the educational performance, opportunities, or benefits of a student.
- Have the effect of substantially disrupting or interfering with the orderly operation of the school.
- Have the effect of creating a hostile environment in the school, on school property, on a school bus, or at a school-sponsored function.
- Have the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment for a student.

For more information, refer to Policy JO.

This is a form to report alleged bullying, harassment, or intimidation that occurred on school property; at a school-sponsored activity or an event off school property; on a school bus; or on the way to and/or from school, in the current school year. If you 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. Contact the school for additional information or assistance at any time.

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

Person Reporting Incident (Please Print)

Name: _____

Telephone: _____ Email: _____

1. Name of student victim: _____ Age: _____ Grade: _____

2. Name(s) of alleged offender(s) (if known): _____ School (if known): _____

3. Where did the incident occur (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 Other

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. What did the alleged offender(s) say or do? attach additional sheets if necessary _____

6. Do you have any information to share about why the bullying, harassment or intimidation occurred?

attach additional sheets if necessary _____

7. Is there any additional information you would like to provide (ex. threats of suicide, legal issues, etc.)?

attach additional sheets if necessary _____

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

DO NOT WRITE BELOW THIS LINE

Date Grievance Received: _____ Principal:

Date Reply Delivered: _____ Principal:

Date Appeal of Grievance Received: _____ Superintendent or Designee:

Date Appeal Reply Delivered: _____ Superintendent or Designee:

