



**REACH Leadership *STEAM* Academy**  
*Science | Technology | Engineering | Art | Math*

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## Student Violence/Harassment Intimidation/Bullying

### Reporting Form

Bullying, harassment, or intimidation are serious matters and will not be tolerated. If you are a student who has been targeted, the parent /guardian of the targeted student, a close adult relative of the targeted student, or a school staff member and wish to report an incident, please complete this form and return it to the administrator's office.

***Bullying is defined as repeated action over time:***

*May occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and or harassment;*

*or*

*Has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable harm or damage; or Is sufficiently severe, persistent, or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm;*

*or*

*May occur when there is a real or perceived imbalance of power or strength;*

Today's date: \_\_\_\_\_ Student \_\_\_\_\_

Teacher: \_\_\_\_\_



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Person

Reporting \_\_\_\_\_

Phone#: \_\_\_\_\_ Email address: \_\_\_\_\_

Relationship to the

student \_\_\_\_\_

Incident date: \_\_\_\_\_

Where did it happen? \_\_\_\_\_

Was there an adult around at the time of the incident?  Yes  No  Not sure

If so

who: \_\_\_\_\_

**What best describes what happened: (Mark all the apply)**

- Bullying  Harassment  Intimidation  Physical aggression
- Another person hit or harmed the student  Teasing  Name calling
- Demeaning and making the student the target of jokes  Picked on
- Rejecting the student  Always being hit by the same student  Verbally harassed
- Spreading hurtful rumors or gossip  Making rude and/or threatening gestures



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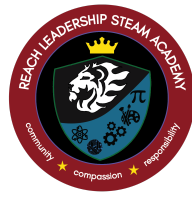
Other:

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Brief description of what you saw and heard: Describe the incident, the participants, and the background to the incident. Please describe any attempts you have made to address the problem.

(If you haven't contacted the teacher, please do so first. Allow the teacher to address the situation. You may email, use Dojo, or a method that suits you. Be sure to include all relevant dates, times, and places. If you are not satisfied, please leave a message for Admin. Any additional pages may be attached, if necessary.)



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I certify this information is correct to the best of my knowledge.

Signature of

Complainant: \_\_\_\_\_ Date: \_\_\_\_\_

Document received

by: \_\_\_\_\_ Date: \_\_\_\_\_

Investigating

Official: \_\_\_\_\_ Date: \_\_\_\_\_

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