



Why do you think the harassment, intimidation or bullying occurred?

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Were there any witnesses?     Yes     No    If yes, please provide their names:

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Did a physical injury result from this incident(s)? If yes, please describe.

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Was the target absent from school as a result of the incident?    Yes     No    If yes, please describe

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Is there any additional information?

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All reports should be submitted to the student's assigned administrator.

**Thank you for reporting!**

-----**For Office Use**-----

Received by: \_\_\_\_\_ Date received: \_\_\_\_\_

Action taken: \_\_\_\_\_

Parent/guardian contacted (complainant): \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian contacted (alleged harasser): \_\_\_\_\_ Date \_\_\_\_\_

Mark one:     Resolved     Unresolved

Referred to: \_\_\_\_\_