Everett Public Schools Harassment, Intimidation or Bullying (HIB) Incident Reporting Form

Today's date:	Reporting person (optional):				
Targeted student:	Targeted student's school:				
Your email address (optional):	Your phone number (optional):				
Name of school adult you've alrea	ady contacted (if any):				
Name(s) of bullies (if known):					
List dates did the incident(s) occur	rred (if known):				
Where did the incident happen? M	Mark all that apply.				
	□Restroom □Playground □Locker room □Lunchroom □School bus □Internet □Cell phone □During a school a □On the way to/from school	activity			
☐ Hitting, kicking, shoving, spittin☐ Getting another person to hit or☐ Teasing, name calling, making o☐ Putting the student down and m☐ Making rude and/or threatening☐ Excluding or rejecting the stude☐ Making the student fearful, dem☐ Spreading harmful rumors or go☐ Cyberbullying (bullying by call media or an internet site(s), will the investigation? ☐ Y☐ Hazing☐ Other☐ Other☐ Other☐ Getting another person to hit or person to	critical remarks or threatening in person, by phone, by e-mail, etc. naking the student a target of jokes g gestures ent nanding money or exploiting ossip ling, texting, emailing, web posting, etc.) If the incident involves social ll you allow access to the site where the cyberbullying occurred to aid in				

Why do you think the harassment, intimidation or bullying occurred?						
Were there any witnesses?	☐ Yes	☐ No	If yes, please provide	their names:		
Did a physical injury result f	rom this inci	ident(s)? If	yes, please describe.			
Was the target absent from se	chool as a re	sult of the i	ncident? □ Yes □ I	No If yes, please describe		
Is there any additional inform	nation?					
All reports should be submitted	ted to the stu	ıdent's assiş	gned administrator.			
	T	hank you f	for reporting!			
		For O	ffice Use			
Received by:			Date receive	ved:		
Action taken:						
Parent/guardian contacted (co						
Parent/guardian contacted (a				Date		
Mark one: ☐ Resolved		nresolved				
Referred to:						

Revised: July 2013