



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

### Harassment, Intimidation & Bullying Investigation Report Form

*The purpose of this form is to gather data on reported HIB complaint.*

Date complaint received: \_\_\_\_\_ Date(s) of incident(s): \_\_\_\_\_

School: \_\_\_\_\_ Investigator's name: \_\_\_\_\_

Complainant name: \_\_\_\_\_

Alleged aggressor(s) name: \_\_\_\_\_

Was a HIB complaint form submitted? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, in what form? \_\_\_\_\_ Safe Schools \_\_\_\_\_ Paper \_\_\_\_\_ Other (specify: \_\_\_\_\_)

Was an investigation conducted? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, explain: \_\_\_\_\_

1. Briefly describe incident(s); (*incl location of incident, any injuries or property damage*)

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2. Persons interviewed: \_\_\_\_\_

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3. Witnesses (if any): \_\_\_\_\_

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4. Documents/evidence reviewed: \_\_\_\_\_

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5. What outside agencies contacted, if any? (*ie police, tribal, religious, other*) \_\_\_\_\_

6. This incident was: \_\_\_\_\_ Bullying \_\_\_\_\_ Harassment \_\_\_\_\_ Other \_\_\_\_\_ Not HIB

7. Explain findings/conclusion: \_\_\_\_\_

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8. Action taken: \_\_\_\_\_

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9. Is the issue resolved? \_\_\_\_\_ Yes \_\_\_\_\_ No (explain: \_\_\_\_\_)

**Copies of this form, all documents, notes and letters should be sent to  
HIB Compliance Officer, Dani Mundell, Athletics Department**