

## Bullying/Harassment Incident Report Form

Oklahoma School Security Act (70 O.S. § 24-100.3) requires each district to "...adopt a policy for the control and discipline of all children attending public school in that district, and for the investigation of reported incidents of harassment, intimidation, bullying, or threatening behavior." This report form will assist districts in collecting reported incidents of such behavior.

### Reporting Person Information (optional)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### Incident Details

School Site: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Room/Location: \_\_\_\_\_

Student Affected:

\_\_\_\_\_ Grade: \_\_\_\_\_ Class: \_\_\_\_\_

Student(s) Initiating Bullying/Harassment:

\_\_\_\_\_ Grade: \_\_\_\_\_ Class: \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ Class: \_\_\_\_\_

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

### Type of Alleged Harassment

Racial     Sexual     Religious     Other \_\_\_\_\_

If you checked any item above and you are not getting help from the district, contact the US Department of Education's Office of Civil Rights to file a complaint.

Yes, this is a repeated offence.

No, this is a one-time incident.

Check all spaces below that apply. Inappropriate behaviors include:

|   |  |
|---|--|
| <input type="checkbox"/> Gesture, written, or verbal expression | <input type="checkbox"/> Verbal fight<br><input type="checkbox"/> Written or verbal threat<br><input type="checkbox"/> Written note<br><input type="checkbox"/> Written or verbal rumors<br><input type="checkbox"/> Seclusion<br><input type="checkbox"/> Embarrassing the student<br><input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Physical Act                           | <input type="checkbox"/> Physical fight<br><input type="checkbox"/> Physical injuries<br><input type="checkbox"/> Other: _____   |