

New Ross Consolidated School
Bullying, Cyberbullying, Harassment and Intimidation Reporting Form

This form is to be used as a supplement or addition to reporting incidents directly to a staff member or the main office. This is to acknowledge that some individuals may feel more comfortable reporting the incident first through email or paper and then a follow up contact will happen from a staff member.

Bullying, Cyberbullying, Harassment and Intimidation are serious and will not be tolerated. This is a form to report alleged bullying, cyberbullying, harassment or intimidation that occurred on or off school property; at a school-sponsored activity/event off school property; on a school bus; or on the way to and/or from school, in the current school year.

If you are a student victim, the parent/guardian of student victim, a close adult relative of a student victim or a bystander and wish to report an incident of alleged bullying, cyberbullying, harassment or intimidation, complete this form and return it to the Principal at the school. Contact the school for additional information or assistance at any time.

Definition of bullying, harassment, or intimidation means intentional conduct, including verbal, physical, or written conduct, or an intentional electronic communication, that (I) creates a hostile educational environment by substantially interfering with a student's educational benefits, opportunities, or performance, or with a student's physical or psychological well being, and is 1. Motivated by an actual or a perceived personal characteristic including race, national origin, marital status, sex, sexual orientation, gender identity, religion, ancestry, physical attribute, socioeconomic status, familial status or physical or mental ability or disability; 2. threatening or seriously intimidating; and (II) 1. occurs on or off school property, at a school activity or event, or on a school bus; or 2. substantially disrupts the orderly operation of a school.

Definition of "cyberbullying" means any electronic communication through the use of technology including, without limiting the generality of the foregoing, computers, other electronic devices, social networks, text messaging, instant messaging, websites and electronic mail, typically repeated or with continuing effect, that is intended or ought reasonably be expected to cause fear, intimidation, humiliation, distress or other damage or harm to another person's health, emotional well-being, self-esteem or reputation, and includes assisting or encouraging such communication in any way.

Today's Date: _____ School: _____

PERSON REPORTING INCIDENT (Name): _____	
Telephone: _____	E-mail: _____
Are you a student, parent, guardian, relative, staff or unrelated witness: _____	

Name of student victim: _____ Age: _____
(please print)

Name(s) of alleged offender(s) (if known): _____
(please print)

Age School is he/she a student? _____
(if known)

On what date(s) did the incident happen? _____
(Month/Day/Year) (Month/Day/Year)

(Month/Day/Year) (Month/Day/Year) (Month/Day/Year)

Where did the incident happen? (choose all that apply)

- On school property
- At a school-sponsored activity or event off school property
- On a school bus
- On the way to/from school

Place an X next to the statement(s) that best describes what happened. (choose all that apply)

- Any bullying, harassment, or intimidation that involved physical aggression
- Getting another person to hit or harm the student
- Teasing, name-calling, making critical remarks, or threatening, in person or by other means
- Demeaning remarks and making the victim of jokes
- Making rude and/or threatening gestures
- Excluding or rejecting the student
- Intimidating (bullying), extorting or exploiting
- Spreading harmful rumors or gossip
- Other (specify)

What did the alleged offender(s) say or do? (attach a separate sheet if necessary)

Why did the harassment or intimidation (bullying) occur? (attach a separate sheet if necessary)

Did a physical injury result from this incident?

- No
- Yes, but it did not require medical attention
- Yes, it required medical attention

Was the student victim absent from school as a result of the incident? _____

Did a psychological injury result from the incident?

- No
- Yes, but psychological services have not be sought
- Yes, and psychological services have been sought

Is there any additional information you would like to provide? (Attach a separate sheet if necessary)

Signature of individual completing this form: _____ Date: _____

PLEASE ADD ADDITIONAL NOTES OR EVIDENCE TO THIS FORM THAT MAY BE RELEVANT.