



## BULLY/HARASSMENT INCIDENT REPORT

Name of person completing report/investigating: \_\_\_\_\_

Incident date: \_\_\_\_\_ Report date: \_\_\_\_\_

*If this date is more than 180 days ago, you may request a waiver of the filing requirement.*

\_\_\_\_\_ *I am requesting a waiver of the 180-day time frame for filing this complaint. Please explain why you waited until now to file your complaint. The waiver can be requested through the OCR (<https://ocras.ed.gov/>).*

**List the name(s) and the role(s) of all person(s) involved:** Student allegedly bullied, student who allegedly bullied, Witness/bystander)

<u>Name</u>	<u>Role</u>
_____	_____
_____	_____
_____	_____

**What exactly happened, when (date and time), to whom, how, where (location)?**

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**Identify each of the following 18 categories for which the student is reported to have been bullied/harassed.**

**Check all that apply.**

- |   |  |   |   |  |
|---|--|---|---|--|
| <input type="checkbox"/> Age                  | <input type="checkbox"/> Color                     | <input type="checkbox"/> Race             | <input type="checkbox"/> Creed                      | <input type="checkbox"/> Sex             |
| <input type="checkbox"/> National Origin      | <input type="checkbox"/> Ancestry                  | <input type="checkbox"/> Marital Status   | <input type="checkbox"/> Religion                   | <input type="checkbox"/> Gender Identity |
| <input type="checkbox"/> Physical Attributes  | <input type="checkbox"/> Physical/Mental Abilities | <input type="checkbox"/> Political Belief | <input type="checkbox"/> Political Party Preference |  |
| <input type="checkbox"/> Socioeconomic Status | <input type="checkbox"/> Sexual Orientation        | <input type="checkbox"/> Familial Status  |   |  |

☐ Other (Please Specify): \_\_\_\_\_

**Specifics:**

In the space below (or on an attached sheet), please describe what happened and why you believe that you, or someone else, has been discriminated against, harassed, or bullied. Please be as specific as possible and attach additional pages if necessary.

**Name of any witnesses (if any):**

**What is the relationship between the people involved?**

**What exactly happened, when (date and time), to whom, how, where (location)?**

**Have there been previous incidents of which you are aware?**

**Have any previous incidents been reported? If so, to whom/how?**

**What has the student who was allegedly bullied done to deal with the issue? What was the response of this person?**

**Were there any bystanders/witnesses who would have information? If so, what are their names? How were they involved?**

**What would be a positive outcome to this situation?**

I agree that all of the information on this form is accurate and true to the best of my knowledge.

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**Signature**

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**Date**

