

White River School District Harassment, Intimidation or Bullying (HIB)

Incident Reporting Form

Harassment, intimidation or bullying is an intentional electronic, written, verbal, or physical act that: Physically harms a student or damages the student's property. Has the effect of substantially interfering with a student's education. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment. Has the effect of substantially disrupting the orderly operation of the school.

Reporting person (optional): _____

Targeted student: _____

Your phone number (optional): _____ **Today's date:** _____

Name of school adult you've already contacted (if any): _____

Name(s) of people involved (if known): _____

On what dates did the incident(s) happen (if known): _____

Where did the incident happen? Click all that apply.

- | | | | | | |
|---------------------|------------|---------------------------|------------|--------------------------|-------------|
| Classroom | Hallway | Restroom | Playground | Locker room | Lunchroom |
| Parking lot | School bus | Internet | Cell phone | During a school activity | Sport field |
| Off school property | | On the way to/from school | | | |

Other (Please describe.) _____

Please check the box that best describes what the person(s) did. Please choose all that apply.

- Hitting, kicking, shoving, spitting, hair pulling or throwing something at the student
- Getting another person to hit or harm the student
- Teasing, name calling, making critical remarks or threatening in person, by phone, by e-mail, etc.
- Putting the student down and making the student a target of jokes
- Making rude and/or threatening gestures
- Excluding or rejecting the student
- Making the student fearful, demanding money or exploiting
- Spreading harmful rumors or gossip
- Cyber bullying (bullying by calling, texting, emailing, web posting, etc.)
- Other

If you select other, please describe: _____

Why do you think the incident occurred?

Were there any witnesses? Yes No **If yes, please provide their names:**

Did a physical injury result from this incident? If yes, please describe.

Was the target absent from school as a result of the incident? Yes No If yes, please describe

Is there any additional information?

Thank you for reporting!

-----For Office Use-----

Received by: _____

Date received: _____

Action taken: _____

Parent/guardian contacted: _____

Circle one: Resolved Unresolved

Referred to: _____