

Student-to-Student: Report of Behavior Prohibited by the School District Harassment Policy and Bullying Policy

- It is the policy of District 877 to maintain a learning and working environment that is free from harassment and violence.
- It shall be a violation of policy for any student or school personnel to inflict, threaten to inflict or attempt to inflict religious, racial or sexual violence upon any student or school personnel.
- It is the policy of ISD 877 to prevent and respond to acts of bullying, intimidation, violence and other similar disruptive behavior. It shall be a violation of policy for any student or school personnel to bully.
- The School District will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence or bullying, and to discipline or take appropriate action against any student or school personnel who is found to have violated these policies.

<b>Complainant(s):</b>			
<b>Name:</b>	<b>Grade/Teacher:</b>	<b>Parent(s)/Guardian(s):</b>	<b>Telephone Number:</b>

<b>Alleged Violator(s):</b>			
<b>Name:</b>	<b>Grade/Teacher:</b>	<b>Parent(s)/Guardian(s):</b>	<b>Telephone Number:</b>

List any witnesses who were present or who may have information regarding the incident:

☐ Bus      ☐ Hallway      ☐ Classroom      ☐ Playground      ☐ Cafeteria      ☐ Other \_\_\_\_\_

Incident Date: \_\_\_\_\_ Reported by: \_\_\_\_\_ Investigated by: \_\_\_\_\_ (Title)

[illegible]

☐ Racial                      ☐ Religious                      ☐ Violence                      ☐ Bullying

☐ Sexual (circle all that apply): touching, non-sexual touching, explicit sexual name calling

## Investigator Use Only

### Action to prevent future incident(s):

- ☐ Restitution                      AND/OR                      ☐ Consequences
- ☐ Warning given of more severe consequences if another incident occurs.
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### Parent/guardian involvement or parent/guardian notification given? *(And relevant information)*

- ☐ Yes                                      ☐ No
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### Copy/Routing of report to:

- ☐ Copy to Human Resources    ☐ Site discipline file                      ☐ Transportation Department

### Incident:

- ☐ 1st                                      ☐ 2<sup>nd</sup> or more

### Retaliation warning given to all students involved:

- ☐ Verbal                                      ☐ Written

### Findings (please explain):

- ☐ Substantiated                      ☐ Not Substantiated                      ☐ Unable to Substantiate  
(does not mean beyond a reasonable doubt)
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### Tennessee Warning given? *(Refer to the box below for an explanation.)*

- ☐ Yes                                      ☐ No

#### **NOTE:**

Tennessee warning is given to students if information requested is private data about themselves. Tell them:

1. "I am interviewing you to collect some information about (the incident);
2. You do not have to talk to me about it if you do not want to, but if you do not I will have to make my decision without your information;
3. Information will be used to determine what happened and any action the school district needs to take; and
4. I will try to keep this as private as possible, but I may have to talk to the principal or other school officials."

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