Bullying Investigation Form

Instructions: Attach all reports, documents, evidence, and written accounts of the alleged bullying incident(s) to this investigation form. Date of bullying report: Date designated administrator received report: Date investigation started: _____ Date investigation completed: Investigator: _____ Position/Title: _____ Initial Review Is the alleged bullying incident(s) within the school district's authority to investigate? Yes No If No, notify the Complainant. If Yes, move to next question. Is the alleged bullying incident(s) within the scope of this exhibit's accompanying policy? If No, the report should be promptly investigated pursuant to the applicable Board policy. If Yes, promptly investigate the complaint pursuant to this exhibit's accompanying policy. If possible criminal conduct is involved, was law enforcement notified? [] Yes [] No Date: Status, if known: **Bullying Report & Investigation Information** II. Name of Complainant: Check one: [] Student [] Parent/Guardian [] Staff Other (please specify): If a student, specify school and grade (optional): If a parent/guardian or other, provide contact information: Is the Complainant the target of the alleged bullying being reported? [] Yes [] No Does the Complainant wish to remain anonymous? [] Yes [] No Student(s) reported as targets of alleged bullying (use reverse side if needed):

 Name:
 School:
 Grade:

 Name:
 School:
 Grade:

 Name:
 School:
 Grade:

 Person(s) reported as engaged in alleged bullying conduct (use reverse side if needed): Name: ______ [] Student [] Staff [] Other Name: _____ [] Student [] Staff [] Other Student [] Staff [] Other [] Student [] Staff [] Other Person(s) reported as having witnessed or knowledge about the alleged bullying (use

reverse side if needed):

Name:Name:Name:	[] Student [] Staff [] Other
Description of the alleged bullying incident(s), locations(s), and the relationships of the involvadditional pages if needed):	including date(s), times(s), and ved individuals (use reverse side and/or
Did the Complainant allege that the student(s any of the following way(s)? (Check all that approximately student of the following way).	were the targets of the alleged bullying in oply.)
[] Electronic devices (e.g., internet, Social III] Written communication (e.g., email, han [] Physical act or conduct (e.g., pushing, III] Verbal act or conduct (e.g., rumors, lies, III] Social (e.g., purposeful exclusion, causing [] Items depicting implied hatred or prej [] Other (please explain):	nitting, destruction of property, stalking, etc.) name-calling, using derogatory slurs, etc.) psychological harm, etc.)
Did the Complainant allege that the alleged by following characteristics? (Check all that apply	ullying incident(s) was based on any of the
[] Race [] Color [] Religion [] Sex [] Age [] Marital status [] Physical disability [] Mental disability [] Gender identity [] Gender-related [] Association with a person or group with a perceived characteristics [] Other (please specify):	identity [] Gender-related expression
Evidence of alleged bullying provided to the s school or bus surveillance video, cell phone video, pho statements, notes, police reports, etc.) (attach all ev	tographs, digital images, emails, letters, written

or all of the invol	ved individuals?	of bullying (alleged or substantiated) involving a
	ol staff, if any, involve	
Name:Role in Investiga	ation:	Position:
		Position:
		Position:
	lucation Review	
education service process of being	es under an IEP or a referred or evaluate	ne alleged bullying incident(s) receive special a Section 504 Plan, or are any of the students in ed for special education services? <i>If Yes, refer</i> to
education service process of being	es under an IEP or a referred or evaluate r 504 Plan and con	ne alleged bullying incident(s) receive special a Section 504 Plan, or are any of the students in ed for special education services? If Yes, refer a stact special education director or Section 50
education service process of being student's IEP of coordinator. [] Yes []	es under an IEP or a referred or evaluate r 504 Plan and con No	a Section 504 Plan, or are any of the students in ed for special education services? <i>If Yes, refer</i> a ntact special education director or Section 50
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	dent Name: _		School:	Grade:
Des ——	cription of inte	rim measure (e.g., sa 	afety plan, duration, etc.) (att	ach documentation):
V.	Findings			
not c whet	onstitute bullying her the alleged c	g or other prohibited beh	avior under this exhibit's acc ed any of the involved studer	the alleged conduct did or did ompanying policy; determine nts' education or educational
IV.	Parent/Guar	rdian Notification		
incion dee may circon stuct the of b	dent(s) of bully med appropria be provided, umstances of lent's parents/ findings of the ullying. <i>Inforn</i>	ving of the outcome ate by the investigate based on school dis the matter, in the for guardians, and may investigation, and the	strict practice and taking rm of a written report or r include an overview of he actions taken to addr parents/guardians mu	any other information nistrator. The information into consideration the
	dent Name: _ ent/Guardian (Contacted:	School:	Grade:

Staff Member (name and position/title):				
Student Name:	School:	Grade:		
Staff Member (name and position/title) Date(s) of Contact:	- 11\.			
Date(s) of Contact: Type of Contact (phone, in person, em Summary of information provided, disc	cussion, and next steps: _			
Student Name: Parent/Guardian Contacted: Staff Member (name and position/title) Date(s) of Contact:	:			
Date(s) of Contact: Type of Contact (phone, in person, em Summary of information provided, disc	nail): cussion, and next steps: _			
Interventions to address bullying may i services, restorative measures, social-	emotional skill building. c	ounselina, school		
Interventions to address bullying may is services, restorative measures, social-psychological services, development of discipline. The school district should policies and procedures for next stemay result from a bullying incident. Student Name:	emotional skill building, conf a safety plan, community refer to its code of confeps regarding any discipute School:	ounseling, school ry-based services, and educt and discipline olinary actions that		
Interventions to address bullying may i services, restorative measures, social-psychological services, development of discipline. The school district should policies and procedures for next stemay result from a bullying incident. Student Name: Intervention:	emotional skill building, coff a safety plan, community refer to its code of content regarding any discipations. School:	ounseling, school ry-based services, and educt and discipline olinary actions that		
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VI. Recordkeeping

The bullying report, investigation checklist, and any other records related to investigating the reported incident(s) of bullying and any responsive actions shall be maintained in accordance with applicable law and school Board policy.

Checklist and documentation submitted to):	·
Date:	
Investigator Signature:	Date:

Form approved by Board of Education: 06/11/2020