

McPherson Middle School
Report of a Bullying/Harassment Incident

The law defines "harassment, intimidation, or bullying" as any **intentional** written, verbal, electronic, or physical aggressive behavior that a student has exhibited toward another particular student **more than once**. In order to be considered bullying, the behavior must be aggressive and include:

- An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others.
- Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

Person reporting the incident: _____ **Today's Date:** _____
____ Student ____ Parent/Guardian ____ Other (explain) _____

Name of person(s) being affected: Name _____ Grade _____
Name _____ Grade _____

When did the incident(s) happen?

Date _____	Date _____	Date _____
Time _____	Time _____	Time _____
Location _____	Location _____	Location _____

Who is harassing/bullying? Name _____ Grade _____
Name _____ Grade _____

Name(s) of witnesses: Name _____ Grade _____
Name _____ Grade _____

Please describe the incident(s) (attach a separate sheet if needed):

Documentation (notes/letters, damaged property, etc): _____

Have you told anyone else about this problem? (if yes, who) _____

What have you done about this problem?

What do you want to have happen now?

____ I just want someone to know

____ I want an adult to talk to the person who is harassing/bullying

____ I want an adult to help the students to solve the problem together

____ Other (explain) _____

Staff Follow Up of this Incident

Staff member working with the students _____

_____ Date I met with the reporting student/person

_____ Date I followed up with the person accused of harassing/bullying

_____ Date I followed up with the reporting student/person

Notes of interview with the reporting student/person:

Place an X next to each statement that best describes what happened.

_____ Hitting, kicking, shoving, spitting, hair pulling, throwing something (circle all that apply)

_____ Teasing, name calling, threatening, making critical remarks

_____ Demeaning by making the student the victim of a joke

_____ Making rude and/or threatening gestures

_____ Excluding or rejecting the student

_____ Intimidating, extorting for money, or exploiting

_____ Spreading harmful rumors or gossip

_____ Other (explain) _____

Notes of interview with the person(s) accused of bullying/harassing:

Consequences:

_____ Verbal Warning

_____ After School Detention

_____ Mediation

_____ In School Restriction

_____ Parent/Guardian Contact

_____ Police Report Filed

_____ Referral to School Counselor

_____ Referral to Counseling Agency

_____ Restitution Made _____

_____ Other _____

Principal/Staff Signature: _____ Date: _____