

## GREEN CITY R-1 BULLYING INCIDENT REPORT FORM

If you have been the target of bullying or have witnessed the bullying of a student, complete this form and submit to the building principal. Complaints against building principals should be submitted to the Superintendent. Complaints against the Superintendent should be submitted to the Board of Education. Reports of bullying will be investigated and disciplinary action will be taken as warranted.

Bullying is defined as *the intentional action by an individual or group of individuals to inflict intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially like to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of school.*

<b>Name:</b>	<b>Date:</b>	<b>Time:</b>
<b>Phone Number (If Applicable):</b>		
<b>Please circle the appropriate description:</b> I am a    Student    Parent    Employee    Volunteer		
<b>Date and Time of Alleged Bullying Incident:</b>		
<b>Name of Student subjected to bullying:</b>		
<b>Person alleged to have committed the bullying or harassment:</b>		
<b>Summarize the incident(s) or occurrence(s) of bullying as accurately as possible. Attach additional sheets if necessary.</b>		
<b>Name(s) of Witnesses:</b>		
<b>Have you reported this to anyone else:</b> YES    NO    If so, who?		
<b>Signature of Complainant:</b>		

**\*\*Students have the right to complete this form anonymously. However, it will be easier for the District to investigate this matter if as much information as possible is provided. Submission of a good faith complaint or report of bullying or harassment will not**

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affect the complainant or reporter's future employment, grades, learning or working environment. A complainant that falsely accuses someone will be subject to disciplinary action.

**District Follow-Up:**

<b>Date/Time Received by Principal:</b>
<b>Investigative Action Taken:</b>
<b>Result of Investigation/Action Taken:</b>
<b>Signature of Principal:</b>

