

Rush-Henrietta Central School District

HARASSMENT, INTIMIDATION, OR BULLYING INCIDENT REPORT FORM



The Rush-Henrietta Central School District Board of Education is committed to creating and maintaining a working and learning environment which is free of all types of fear and intimidation. Based upon our core belief that individuals are entitled to be treated with dignity and respect, it is the policy of the Rush-Henrietta Central School District to prohibit any conduct which constitutes a climate in which individuals feel fear and/or intimidation.

HARASSMENT - A sufficiently severe action or persistent pervasive pattern of actions or statements directed at an individual or group which are intended to be, or which a reasonable person would perceive as ridiculing or demeaning. Harassment is also the creation of a hostile environment.

INTIMIDATION - Engaging in actions or statements that put an individual in fear of bodily harm.

BULLYING - Causing intentional harm, involves an imbalance of power, and is repeated over time.

To report any issue of harassment, intimidation, or bullying, please complete this form and return it to the building administrator/staff for appropriate action.

DATE _____ **NAME OF SCHOOL** _____
 Which category best describes you: _____ student _____ parent/guardian _____ staff _____ other
 Name (optional) _____ Phone number _____ Email: _____
 Date and time of the incident _____
 Location of the incident _____
 Name of student(s)/person targeted: _____
 Grade _____
 Name(s) of alleged offender(s) (if known) _____
 Is the offender a student? _____ employee? _____

Please describe the incident and provide as many details as possible:

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

(For building use only)

Date _____

Incident reviewed by:

Name _____ Title _____

Findings ☐ Confirmed ☐ Unconfirmed (attach fact-finding notes)

Check all the characteristics of the incident that apply:

- | | | |
|--|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Weight/other physical characteristics | |
| <input type="checkbox"/> Color | <input type="checkbox"/> Religion | <input type="checkbox"/> Gender/identity expression |
| <input type="checkbox"/> National origin | <input type="checkbox"/> Religious practice | <input type="checkbox"/> Sexual orientation |
| <input type="checkbox"/> Ethnic group | <input type="checkbox"/> Disability | <input type="checkbox"/> Sex |
| <input type="checkbox"/> Other | | |

Action taken: _____

Check all incident types that apply:

- ☐ Involving intimidating or abuse, but no verbal threat or physical contact
- ☐ Involving verbal threats, but no physical contact
- ☐ Involving physical contact, but no verbal threat
- ☐ Involving verbal threat and physical contact
- ☐ Involving only student offenders