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:

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________
(For building use only)  
Incident reviewed by:  

Date  

Name  

Title  

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

Check all the characteristics of the incident that apply:  

□ Race  □ Weight/other physical characteristics  
□ Color  □ Religion  □ Gender/identity expression  
□ National origin  □ Religious practice  □ Sexual orientation  
□ Ethnic group  □ Disability  □ Sex  
□ 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  

July, 2019