

Investigation of Harassment

After notification of harassment, bullying, hazing, racial harassment or sexual harassment the administrator in charge or his/her designee shall interview all parties involved and investigate the alleged incident. The Harassment/Bullying Incident Report Form shall be completed and discipline will follow the school's policies and procedures.

If the incident is caused by any District employee the alleged incident will be properly investigated and appropriate action will be taken. This may include a reprimand, plan of improvement or in extreme cases, suspension or dismissal from the job.

Adopted: August 4, 2008

Revised:

Legal Reference:

Cross Reference:

Harassment/Bullying Incident Report Form

Date: _____ Time: _____ Room/Location: _____

Student(s) Initiating Bullying/Harassment:

Grade: _____ Class: _____

Grade: _____ Class: _____

Student(s) Affected:

Grade: _____ Class: _____

Type of Harassment alleged:

Racial _____ Sexual _____ Religious _____ Other _____

Check all spaces below that apply. Adult stated or identified inappropriate behaviors as:

- | | |
|--|---|
| <input type="checkbox"/> Name Calling | <input type="checkbox"/> Spitting |
| <input type="checkbox"/> Stalking | <input type="checkbox"/> Demeaning Comments |
| <input type="checkbox"/> Inappropriate Gesturing | <input type="checkbox"/> Stealing |
| <input type="checkbox"/> Staring/Leering | <input type="checkbox"/> Damaging Property |
| <input type="checkbox"/> Writing/Graffiti | <input type="checkbox"/> Shoving/Pushing |
| <input type="checkbox"/> Threatening | <input type="checkbox"/> Hitting/Kicking |
| <input type="checkbox"/> Taunting/Ridiculing | <input type="checkbox"/> Flashing a Weapon |
| <input type="checkbox"/> Inappropriate Touching | <input type="checkbox"/> Intimidation/Extortion |
| <input type="checkbox"/> Other _____ | |

Describe the incident:

Witnesses present: _____

Physical evidence: Graffiti _____ Notes _____ Email _____ Web sites _____ Video/audio tape _____
Other _____

Staff Signature _____

Parent(s) contacted: Date _____ Time _____

Administrative response taken:
