

BRICK TOWNSHIP SCHOOL DISTRICT

HIB Incident Report Form

Name of Alleged Victim(s) _____

School Attended by Alleged Victim _____

Name of Alleged Student(s) committing Harassment, Intimidation, or Bullying

School Attended by Alleged Bully _____

Mark all in which the actual or perceived characteristic was or may have been a motivational factor in the alleged HIB incident:

- | | | |
|-----------------------------------|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Ancestry | <input type="checkbox"/> Sexual Orientation |
| <input type="checkbox"/> Color | <input type="checkbox"/> National Origin | <input type="checkbox"/> Gender Identity and Expression |
| <input type="checkbox"/> Religion | <input type="checkbox"/> Gender | <input type="checkbox"/> Mental or Physical Disability |

Other actual or perceived characteristic (please list)

How did you learn that a student may have been the victim of harassment, intimidation or bullying?

Mark the appropriate box below

- | | |
|---|---|
| <input type="checkbox"/> Witnessed incident | <input type="checkbox"/> Informed by alleged victim |
| <input type="checkbox"/> Informed by other person | <input type="checkbox"/> Name of other person _____ |

List below any person who you know or have reason to believe may have information regarding this matter

Please list if they are a student, staff member, parent or other (Ex. John Doe, teacher)

What was the location and time of the alleged harassment, intimidation or bullying incident?

Location on school property _____

Name/date of school sponsored function _____

School Bus incident ___ a.m. ___ p.m. ___ field trip

Other _____

Off school grounds – Explain _____

Electronic communication (cell phone, internet, digital media, etc. _____

Describe nature of alleged harassment, intimidation or bullying. Include any gesture, relevant verbal, written or physical act(s), or any electronic communication

What harm do you believe was or may have been caused by the alleged incident? Check all that apply.

- ___ Substantial disruption or interference with orderly operation of school rights of others
- ___ Physical or emotional harm
- ___ Fear of physical/emotional harm
- ___ Insulting or demeaning
- ___ Damage to property
- ___ Fear of damage to property
- ___ Creates a hostile educational environment
- ___ Interferes with student’s education

Name and Position of Person Reporting _____

Signature _____