



## **NORTH LAKE SCHOOL DISTRICT BULLYING REPORTING FORM**

**The District is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. Bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated (Board Policy 5517.01).**

### **The District Definition of Bullying**

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well-being.

The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic, or family status; however, this type of prohibited bullying behavior need not be based on any of those particular or other particular characteristics. It includes, but is not necessarily limited to such behaviors as stalking, cyberbullying, intimidating, menacing, coercing, name-calling, taunting, making threats, and hazing.

- A. Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation.
- D. "Cyberbullying" – the use of information and communication technologies such as e-mail, cell phone and pager text messages, instant messaging (IM), defamatory personal websites, and defamatory online personal polling websites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others.

The North Lake School District Bullying Reporting Form should be used to define the bullying issue and help determine the appropriate course of action.

Name of Person Reporting \_\_\_\_\_

Date and Time of Incident \_\_\_\_\_

Location \_\_\_\_\_

Name(s) of Person(s) alleged to have done the bullying \_\_\_\_\_

Name(s) of Witnesses \_\_\_\_\_

Describe the alleged bullying as accurately as possible. Include descriptions of all physical and verbal behaviors that you feel are of a bullying nature. (Use back of form or additional paper if necessary.)

Action Taken \_\_\_\_\_

Next Steps \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature / Date

\_\_\_\_\_  
Student Signature / Date

\_\_\_\_\_  
School Counselor Signature / Date

\_\_\_\_\_  
Staff Member Signature / Date

\_\_\_\_\_  
Superintendent/Principal Signature / Date

\_\_\_\_\_  
School Liaison Officer Signature / Date