

LONG HILL TOWNSHIP SCHOOL DISTRICT  
Bullying/Harassment/Intimidation  
REPORT FORM

Bullying, harassment, or intimidation is expressly prohibited by Board of Education Policy 5131 and will not be tolerated. This form shall be used to report alleged bullying, harassment, or intimidation that occurred on school property, at a school-sponsored activity or event off school property, on a school bus, or on the way to and/or from school, in the current school year. This form should be submitted to the School Principal.

“Harassment, intimidation or bullying” is defined as any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function or on a school bus, or off school grounds, as provided for in section 16 of P.L. 2010, c.122 (C.18A:37-15.3), that substantially disrupts or interferes with the orderly operation of the school or the rights of other students, and that:

- A. A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student’s property, or placing a student in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or
- B. Has the effect of insulting or demeaning any student or group of students; or
- C. Creates a hostile educational environment for the student by interfering with the student’s education or by severely or pervasively causing physical or emotional harm to the student.

Today’s Date: \_\_\_\_\_ School \_\_\_\_\_

<b>PERSON REPORTING INCIDENT</b>	Name _____
Telephone Number _____	Email _____
Place an <b>X</b> in the appropriate box: <input type="checkbox"/> Student <input type="checkbox"/> Parent/Guardian <input type="checkbox"/> School Staff <input type="checkbox"/> Other _____	

1. Name of victim \_\_\_\_\_

2. Name(s) of alleged offender(s) (if known)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. On what date(s) did the incident happen? \_\_\_\_\_

4. Place an **X** next to the statement(s) that best describes what happened (choose all that apply):
- Teasing or name calling, or threatening comments in person or by other means
  - Getting another person to hit or harm the victim
  - Intimidation
  - Physical violence
  - Public humiliation
  - Threat
  - Social Exclusion
  - Theft or extortion
  - Spreading harmful rumors or gossip
  - Cyberbullying (specify) \_\_\_\_\_
  - Other (specify) \_\_\_\_\_

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5. Where did the incident happen? (Choose all that apply):

- On school property
- At a school-sponsored event off school property
- At bus stop
- On school bus
- On the way to/from school
- On computer

6. What did the alleged offender(s) say or do? (Attach a separate sheet if necessary)

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7. Did a physical injury result from this incident? Place and **X** next to one of the following:

- No
- Yes, but it did not require medical attention
- Yes, and it required medical attention

8. Was the victim absent from school as a result of the incident?  Yes  No

If yes, how many days was the victim absent from school as a result of the incident? \_\_\_\_\_

9. Is there any additional information you would like to provide? (Attach a separate sheet if necessary)

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