

Wrightstown Middle School

Report of Bullying / Harassment Incident Form

Directions: When needing to report bully/harassment at WMS, please complete this form.
Please answer each question honestly and specifically.
Turn this sheet in to your counselor or principal when completed.
We will handle your concern as soon as possible and as confidentially as we can.

Note: The information reported on this form is not kept in any student cumulative file. This form is used only for fact gathering by either the building principal, school counselor, or school resource officer.

Person Reporting: _____ Grade: _____ Date: _____

If person reporting is a witness, who is the person being bullied/harassed at WMS?

_____ Grade: _____ Date: _____

1. Who is doing the bullying/harassing? _____

2. What has happened? (Be specific and honest!) _____

3. Where did it happen? _____

4. When did it happen (dates and times)? _____

5. Witness/es name/s (if any)? (Witnesses will only be interviewed if necessary due to inconsistent information) _____

6. How long has this been going on? _____

7. What have you done about this problem? _____

***** FOR OFFICE USE *****

_____ Date met with reporting student

_____ Date followed up with the person/s doing the harassing/bullying

X _____

Principal / Staff Signature

Date

Follow Up Log:

Notes from interview with student making the report –

Notes from interview with person/s reported to be doing the bullying/harassing –

Consequences Imposed:

- _____ Opportunity Room /Principal's office
- _____ Verbal Warning
- _____ Mediation
- _____ Referral to SRO
- _____ Contact with Parent
- _____ Detention
- _____ Reflection
- _____ Tiger Traits Refresher
- _____ ISS
- _____ OSS
- _____ Citation