

# Wrightstown Middle School

## Report of Bullying / Harassment Incident

*Harassment is verbal, non-verbal, physical or sexual contact that is unwanted by the receiver. Bullying is one or more acts of harassing behavior usually by a person or persons perceived to have more power.*

**Directions:** Please answer these questions as honestly and specifically as you can.  
Your situation will be handled as confidentially as possible.  
Return this completed form to your counselor or principal.

Person Reporting: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

*If person reporting is a witness, who is being bullied/harassed?*

\_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

1. Who is harassing/bullying you? \_\_\_\_\_

2. What has happened? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Where did it happen? \_\_\_\_\_

4. When did it happen (Date/s and Times)? \_\_\_\_\_

5. Witness/es name/s (if any): \_\_\_\_\_ Grade: \_\_\_\_\_

6. How long has this been going on? \_\_\_\_\_

7. What have you done about this problem? \_\_\_\_\_

\_\_\_\_\_

8. Have you talked to anyone about this already? Yes No \_\_\_\_\_  
(Name)

9. Who do you want to talk to about this problem? \_\_\_\_\_

10. What do you want to happen now?

\_\_\_\_\_ I just want someone to know

\_\_\_\_\_ I want an adult to talk to the person who is harassing/bullying me

\_\_\_\_\_ I want an adult to help me and the person/s doing the harassing/bullying to solve the problem

\_\_\_\_\_ I want an adult to try to stop the bullying/harassment

\*\*\*\*\*PRINCIPAL / STAFF FOLLOW UP \*\*\*\*\*

\_\_\_\_\_ Date I met with reporting student

\_\_\_\_\_ Date I followed up with the person/s doing the harassing/bullying

\_\_\_\_\_ Date I followed up with the reporting student

X \_\_\_\_\_  
Principal / Staff Signature

\_\_\_\_\_ Date

A staff member has met with me about the resolution of this incident.

X \_\_\_\_\_  
Reporting Student Signature

\_\_\_\_\_ Date

**Follow Up Log:**

*Notes of interview with student/individual making report –*

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

**Consequence Imposed:**

- \_\_\_\_\_ Verbal Warning
- \_\_\_\_\_ Mediation
- \_\_\_\_\_ Referral to Resource Officer
- \_\_\_\_\_ Contact with Parent/Guardian
- \_\_\_\_\_ Detention
- \_\_\_\_\_ In School Suspension
- \_\_\_\_\_ Out of School Suspension
- \_\_\_\_\_ Citation Issued