

**COLTS NECK TOWNSHIP SCHOOLS
HARASSMENT, INTIMIDATION, BULLYING
INCIDENT REPORTING FORM**

*Required under the Anti-Bullying Bill of Rights
P.L. 2010, Chapter 122*

Directions: Harassment, intimidation or bullying are serious offenses which need to be reported. This is a form to report alleged harassment, intimidation or bullying that occurred on school property, at a school-sponsored activity or event, on a school bus, or on the way and/or from school. If you are a student victim, parent/guardian of a student victim, a close adult relative of a student victim, a school staff member or a witness and wish to report an incident of alleged harassment, intimidation or bullying, **complete this form and return it to the principal at the student victim's school.** Contact the school for additional information or assistance at any time.

Date: _____ **Date of Alleged Incident:** _____

Name(s) of Potential Victim _____

Name(s) of Potential Offender _____

Check all actual or perceived characteristics that were or may have been motivational factors in the alleged bullying incident:

- | | |
|--|--|
| <input type="checkbox"/> Race | <input type="checkbox"/> Gender |
| <input type="checkbox"/> Color | <input type="checkbox"/> Sexual Orientation |
| <input type="checkbox"/> Religion | <input type="checkbox"/> Gender Identity & Expression |
| <input type="checkbox"/> Ancestry | <input type="checkbox"/> Mental, Physical, or Sensory Disability |
| <input type="checkbox"/> National Origin | |
| <input type="checkbox"/> Other actual or perceived characteristic (List below) | |
| _____ | |
| _____ | |
| _____ | |

Indicate how you learned that a student may have been the victim of harassment, intimidation or bullying:

- Witnessed incident
 Informed by Alleged Victim
 Informed by other person (Identify if student, parent, staff person or other)
Name: _____ Position: _____
 Anonymous Source

List below any person you know or have reason to believe may have relevant information and indicate if student, parent, staff member or other.

Location of alleged H/I/B --- Complete all that apply

School Property-- Identify Location: _____

School Sponsored Function, Identify Function: _____

School Bus, Identify Number & Location: _____

Off School Grounds Description: _____

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

Identify what harm 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 or rights of others.
- Physical or emotional harm
- Insulting or demeaning
- Creates a hostile educational environment
- Interferes with student's education

Print Name

Date

Signature

Position (Student, Parent, Pupil, Staff Member, etc.)

Email address: _____

Telephone: _____

Anonymous

Thank you for reporting. All incidences will be investigated, but every incident may not result in school discipline.