## **New Miami Bullying Incident Form** Date\_\_\_\_ Time \_\_\_\_\_ Incident reported by: Form Completed by: People Involved: Grade\_\_\_\_ Name\_\_ Victim Grade Name\_ Suspect Name\_ Grade \_\_\_\_\_ Witness for: Victim or Suspect **Incident Type:** \_\_\_\_\_ Cyber-bullying Discrimination \_\_\_\_\_ Exclusion – Purposely leaving someone out Hazing Indirect - contributing by comments to others Physical Threats \_\_\_\_ Racial Comments \_\_\_\_ Verbal Intimidation Other **Incident Description: (Attach Documentation)** Bullying Assessment Flowchart Action Taken: Does NOT qualify as bullying Does qualify as bullying Student Conference with Principal

Does qualify as bullying

Student Conference with Principal
Student Conference with Counselor
Mediation
Parents Notified/Conference

No contact order by principal
Mediation Center
Suspension/Expulsion
Police Notification
Filed as a bullying incident
Other

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12/16/2016 Form #44

## **Bullying Assessment Flowchart** Begin Investigation Document all interviews with people involved using bullying incident report form Was this a Crime? Physical contact or injury, use or threat of a Yes Contact Police/Parents weapon, serious threat of injury, stalking, kidnapping, detainment, loss/damage of property What type of complaint? Informal Anonymous Formal Students who make informal complaints as Students, parents or guardians and school Students and/or their parents or guardians personnel may make informal complaints of set forth above may request that their name may file written reports regarding suspected conduct that they consider to be harassment, be maintained in confidence by the school intimidation and/or bullying by verbal report harassment, intimidation or bullying. staff member(s) and administrator(s) who to a teacher, school administrator, or other receive the complaint. school personnel. Was there aggression? Physical – hitting, shoving, threatening injury NO Not Bullying Verbal – derogatory comments Indirect - comments to others Yes Was there dominance? NO Was the suspect stronger or dominant over the Not Bullying victim? Was one side outnumbered? Yes Was there persistence? Was there more than one incident or did the NO Not Bullying suspect fail to stop when asked? Yes Does qualify as bullying Go to actions taken on incident report form