

Bullying, Harassment Worksheet

Counseling and Student Services
Wake County Public School System ♦ Cary, North Carolina 27518

Definition: Bullying is the repeated use by one or more students [aggressor(s)] of a written, verbal or electronic expression or a physical act or gesture or any combination target that: 1) causes physical or emotional harm to the target or damage to the target's property; 2) places the target in reasonable fear of harm to damage to his/her property; 3) creates a hostile environment at school for the target; 4) infringes on the rights of the target at school; or 5) substantially disrupts the education process or the orderly operation of a school.

Person Reporting Bullying _____ I'd like this report to be anonymous

Place an X in the appropriate box to indicate your role as reporter:

Student being bullied Student (witness/bystander) Parent/guardian Close adult relative School staff member

Today's Date _____ Date bullying occurred _____

Name of the person being bullied _____ Grade _____

Name of the person doing the bullying _____ Grade _____

Location of bullying incident _____

Type of Bullying (check all that apply)

Physical Bullying (punching, pushing, shoving, kicking, inappropriate touching, headlocks, teasing, tickling, fighting, school pranks)

Emotional Bullying (spreading malicious rumors, keeping out of a certain group, ganging on up on others, silent treatment, harassment, provocation)

Verbal Bullying (profanity at the target, tormenting, being laughed at, rumors, harassment, commenting negatively about someone's looks, gender identity)

Cyber Bullying (abuse using email, instant messaging, text messaging, websites, social networking sites, etc.)

Other: _____

Describe details of the bullying (please include where the bullying occurred, any other witnesses, and any school staff that was told):

Bullying Investigation / School Use Only From this Point

Name of School Level Investigator _____ Position _____

Name of Aggressor _____ Grade _____

Repeat Offender Yes No

Repeat Target Yes No

Name of Repeat Target _____ Grade _____

Witness _____ Grade _____

Witness _____ Grade _____

Investigation Summary:

*Please use additional sheets of paper and attach to this document as needed

Conclusion from the Investigation

Finding of Bullying? Yes No

Contacts: Aggressor's parents Target's parents Law Enforcement **Date** _____

Action Taken: Loss of privileges Detention Referral Suspension ISS ALC Other _____

Action Details:

Victim Support: Mediation Counseling Other _____

Follow Up:

Aggressor _____ **Date** _____

Target _____ **Date** _____

Details

Signature of School Level Investigator _____ **Date** _____