

CONFIDENTIAL

**Alleged Harassment and Bullying  
Student Complaint Form**

The school takes student safety seriously. When student's feel that they are being harassed or bullied, it is important that this be reported to the appropriate school staff. It is very important that you provide the school with as much information as possible. The more complete the information that you provide, the more successful the school can be in thoroughly investigating and addressing the situation.

Name of the Person Reporting: \_\_\_\_\_

Are you the

Targeted Student

Parent\*

Witness/Bystander\*

Other\*

\*If you are not the targeted student, please list his/her name: \_\_\_\_\_

Name of the person(s) who you believe harassed or bullied you/targeted student: \_\_\_\_\_

When did this happen? \_\_\_\_\_

Where did this happen? \_\_\_\_\_

Describe what happened. Be very specific. \_\_\_\_\_  
\_\_\_\_\_

Did anyone witness this incident? If so, list their first and last names. \_\_\_\_\_  
\_\_\_\_\_

What was your/targeted student's response to this situation? \_\_\_\_\_  
\_\_\_\_\_

How has this incident affected you/targeted student at school? \_\_\_\_\_  
\_\_\_\_\_

Were you/targeted student physically harmed during this situation? If so, how? \_\_\_\_\_  
\_\_\_\_\_

Is there anything else we need to know about this situation? \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Reporting

\_\_\_\_\_  
Date

**If your statement was transcribed by a school official, please fill out the following:**

Statement was accurately transcribed by \_\_\_\_\_

(school official's name)

in \_\_\_\_\_'s presence.

(student's name)

**Student's Initials:** \_\_\_\_\_

**Date:** \_\_\_\_\_