The Clinton Public School District has a zero tolerance policy for substantiated bullying, harassment or intimidation. If you or someone that you are aware of has been subjected to bullying, harassment or intimidation, please complete the form below. Once completed, print the form and submit a principal or assistant principal at the appropriate school.

**Person Reporting Incident (Optional)**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Phone number</th>
<th>Email</th>
</tr>
</thead>
</table>

Please select the appropriate description
- Student
- Parent/Guardian of student
- Relative of student
- School personnel
- Community member

**Incident**

**Alleged Recipient**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Age</th>
<th>School (school selection)</th>
</tr>
</thead>
</table>

**Witness**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Age</th>
<th>School (school selection)</th>
</tr>
</thead>
</table>

Additional witness(es)
Alleged Offender

First Names          Last Name          Age          School (school selection)

_______________________________________________________________________________________________

Additional offender(s)

_______________________________________________________________________________________________

Date(s) of Incident:

Was the incident reported (circle one)?

Yes

No

If yes, to whom? ________________________________

When was the incident reported?

Underline or circle all that apply to the incident:

• Any bullying, harassment or intimidation that involves physical aggression
• Getting another person to hit or harm the student
• Teasing, name-calling, making critical remarks or threatening in person or by
• Making rude and/or threatening gestures
• Excluding or rejecting the student
• Extorting or exploiting
• Spreading harmful rumors or gossip
• Cyber bullying during school hours/on school issued devices
• Racial or sexual harassment

Underline or circle any that describe incident location:

• On school property

If the incident happened on school property, please state which campus:

• At a school-sponsored activity or event off campus
• On school bus
• At bus stop
• Via internet sent on school property
Describe the incident, including what the alleged offender(s) said or did.

Provide any additional information here:

Signature:

Print: