

# Livonia Harassment, Discrimination, and Bullying Report Form

Name of Student \_\_\_\_\_

Grade \_\_\_\_\_

Date \_\_\_\_\_

1. Did the incident of harassment, bullying, and/or discrimination INTERFERE with the victims performance in school, or with their educational opportunities or benefits or has it caused or **expected to cause EMOTIONAL HARM?**

Yes  No

2. Did the incident of harassment, bullying, and/or discrimination cause the victim to FEAR for their physical safety or is it **expected to cause physical injury?**

Yes  No

IF THE ANSWER TO QUESTION 1 OR QUESTION 2 IS YES, PROCEED WITH THE REMAINDER OF THIS FORM

3. Offender(s) include:

Student(s)  Adult(s)/Staff Member(s)

4. Where did the incident happen?

On school property  At a school-sponsored event  **Off of school property**

5. Did the incident include any of the following? (choose all that apply)

Bullying, harassment, or intimidation that involved **PHYSICAL CONTACT.**  
 Bullying, harassment, or intimidation that involved **VERBAL THREATS OR INTIMIDATION.**  
 **CYBERBULLYING**  None of the Above

6. Was the victim targeted for any of the following areas? (Choose all that apply)

Perceived race  Ethnic group  Sexual orientation  
 Skin color  Religion  Gender  
 Weight  Religious practices  Sex  
 National Origin  Disability  None of the above

*Explain the incident in detail, including all students involved and their roles:*

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*What relief or corrective action is the victim seeking?*

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## Administrative Steps

Calculated to end the harassment: \_\_\_\_\_

Calculated to eliminate hostile environment and prevent it from recurring: \_\_\_\_\_

ALL Parent(s)/Guardian(s) Contacted: \_\_\_\_\_ Date: \_\_\_\_\_

Student Referred to Counseling: Date: \_\_\_\_\_

\_\_\_\_\_  
Administrator Signature

\_\_\_\_\_  
Date

Follow-up conducted with student: \_\_\_\_\_ Date: \_\_\_\_\_

SUBMIT ALL COPIES OF THIS FORM TO THE DASA OFFICE IN THE HIGH SCHOOL  
WHITE – DASA office GREEN – Building Main office PINK – Building Counseling office GOLD – Victims Parent