



Date/Time of Report:

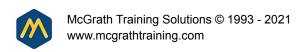
☐ Other:

INCIDENT REPORT This form is used to identify and report a possible incident of prohibited behavior.

The person who observes the conduct or receives information about the concern should complete this form, not the targeted student or staff. Copies of this form should be forwarded to the Site or Department Level Case Manager (If required by your school district also forward this form to the Title IX Coordinator).

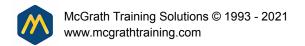
School/Dept.:

Reporter Name:			Reporter Role:		
Reporter Phone:			Reporter Email:		
Date/Time of Incident:			Location of Incident:		
Name(s) of Target/Complainant:		Names(s) of Alleged Aggressor/Respondent:		Name(s) of Witnesses/Bystanders:	
Sta	aff-to-Staff / S	taff-to-Student / St Check all behav		Student-to-Staff	
PHYSICAL CONDUCT - harr	n to another's l	body or property	*Crimina	al Conduct/Mandatory Reporting	
☐ Threatening physical harm		□ Spitting	☐ Arson*		
☐ Making offensive gestures		□ Slapping		☐ Assault with a weapon*	
☐ Blocking movement, corner	ing	☐ Kicking		☐ Fondling*	
☐ Starting a fight		☐ Tripping		☐ Inappropriate sexual touching*	
■ Shoving		■ Biting		☐ Sexual touching*	
Pushing		☐ Hitting		☐ Rape*	
Pinching		☐ Destroying or defa	cing property*	□ Dating violence*	
☐ Scratching		■ Extortion*		☐ Child sexual abuse*	
☐ Hair pulling		☐ Theft*		☐ Sexual assault*	
☐ Other:					
EMOTIONAL CONDUCT - ha	arm to another	's self-worth, in perso	n, or electronically		
☐ Insulting gestures		☐ Insulting /degrading	g graffiti	☐ Insulting remarks related to disability,	
☐ Insulting remarks		☐ Harassing and/or fr	ightening phone calls,	gender, or sexual orientation	
☐ Dirty looks		emails, texts, social	media posts	☐ Threatening another to secure silence	
■ Name calling		☐ Cyberbullying or har	rassment	☐ Challenging in public	
☐ Taunting		☐ Racial, sexual, ethini	c, or religious slurs	☐ Unwanted sexually suggestive remarks,	
■ Defacing or falsifying school	olwork/work			images, or gestures	



acceptance, friendship or group inclusion	n.					
☐ Using negative body language or facial	Insulting publicly		☐ Passively i	not including in group		
expressions	☐ Ignoring someone to punish or coerce		■ Exclusion	☐ Exclusion		
☐ Gossiping	Cyberbullying or	harassment	Ostracizing	g / total group rejections		
☐ Starting / spreading rumors	☐ Threatening to end a relationship		Arranging	Arranging public humiliation		
☐ Playing mean tricks / pranks	Undermining other	er relationships				
□ Other:						
	•	' Staff-to-Student Paviors that apply.				
BOUNDARY CROSSING BEHAVIORS		*Crimir	nal Conduct/Ma	ndatory Reporting		
☐ Overly personal comments	☐ Personal commu	☐ Personal communication by electronic ☐ Gift giving				
☐ Discussing personal life with student /	communication	communication				
subordinate	☐ Cards, notes, text	s that are sexual in	☐ Favoritism	☐ Favoritism by gender		
☐ Inappropriate jokes / comments	nature / inapprop	oriate	☐ Possessing / showing sexual images*			
☐ Special attention / activities	☐ Repetitive one-on	☐ Repetitive one-on-one interaction		☐ Inappropriate touching*		
$\hfill \Box$ Personal communication by social media	□ Rides home	☐ Rides home		■ Sexual contact*		
☐ Other:						
(Use this space for brief comments to sup get additional information, only report who						
	Please attach any su	upporting documentatio	n			
Signature of Person Completing Incident Report			 Date			
OFFICE USE ONLY						
Received by:	Title:	Title:		Date:		
Criminal condust D. Vec	u onforcement /shil-l	□ Vaa	Dets			
	w enforcement/child	☐ Yes	Date Contacted:			

SOCIAL (RELATIONAL) CONDUCT - harm to another through damage (or threat of damage) to relationship or feelings of



Information about the potential target/complainant:								
Grade/Age	Gender	Race	Currently enrolled or employee?					
	□ M □ F □ Other	□ African American □ Native American □ Asian/Pacific Islander □ White □ Hispanic □ Other	□ Yes □ No					
Information about the potential aggressor/respondent:								
Grade/Age	Gender	Race	Currently enrolled or employee?					
	□ M □ F □ Other	□ African American □ Native American □ Asian/Pacific Islander □ White □ Hispanic □ Other	☐ Yes ☐ No					