

**Wisconsin Heights School District  
Student/Parent Bullying or Harassment Reporting Form**

If you think someone is in danger, please report what you know to an Assistant Principal or Principal.

*A student can report bullying or harassment by talking to an adult at school or completing this form and returning it to an assistant principal or principal.*

**PLEASE PRINT**

Name (optional) \_\_\_\_\_

Name of bully or bullies \_\_\_\_\_

Date of incident \_\_\_\_\_

**How many times the bullying has happened:**  1 time  2 times  3 times  more than 3 times

**Other Specifics (amount of time/period of time):** \_\_\_\_\_

**If you have been bullied before, have you told anyone at the school?**

No  Yes, I told \_\_\_\_\_

**Where did it happen:**

Classroom  Restroom  Lunch Room  Hallway  Bus  Bus Stop  Other

**Did anyone else see the bullying** \_\_\_\_\_

**Tell what happened:**

Teasing  Hitting or Kicking  Gossip or Rumors being Spread  Made fun of  Name Calling

Shoving or Pushing  Cyber-bullying  Gestures  Verbal threats  Other

**What did the bully/bullies say or do?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Today's Date** \_\_\_\_\_

**You can sign this form if you want to** \_\_\_\_\_

Thank you. This information will be looked into right away.

FOR OFFICE USE ONLY

Date Received	
Received By	

### **Bullying- Excerpt from WHSD Policy # 5517**

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well-being. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic, or family status; however this type of prohibited bullying behavior need not be based on any of those particular or other particular characteristics. It includes, but is not necessarily limited to such behaviors as stalking, cyberbullying, intimidating, menacing, coercing, name-calling, taunting, making threats, and hazing.

Some examples of Bullying are:

**Physical** – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.

**Verbal** – taunting, malicious teasing, insulting, name calling, making threats.

**Psychological** – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation.

**Cyberbullying** – the use of information and communication technologies such as e-mail, cell phone and pager text messages, instant messaging (IM), defamatory personal websites, and defamatory online personal polling websites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others."

Cyberbullying can be particularly devastating to young people because:

- a. Cyberbullies more easily hide behind the anonymity that the Internet provides;
- b. Cyberbullies spread their hurtful messages to a very wide audience with remarkable speed;
- c. Cyberbullies do not have to own their own actions, as it is usually very difficult to identify cyberbullies because of screen names, so they do not fear being punished for their actions; and the reflection time that once existed between the planning of a prank – or a serious stunt – and its commission has all but been erased when it comes to cyberbullying activity;
- d. Cyberbullies hack into or otherwise gain access to another's electronic accounts (e-mails, social media, etc.) and posing as that individual with the intent to embarrass or harm the individual.

Cyberbullying includes, but is not limited to the following: posting slurs or rumors or other disparaging remarks about a student on a web site or on weblog; sending e-mail or instant messages that are mean or threatening, or so numerous as to drive-up the victim's cell phone bill; using a camera phone to take and send embarrassing photographs of students; posting misleading or fake photographs of students on websites.

**"Harassment"** includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature on the basis of sex, (including transgender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws. Harassment is prohibited by Policy 5517 – Student Anti-Harassment.

### **Complaint Procedures**

Any student who believes s/he has been or is the victim of bullying should immediately report the situation to the building principal or assistant principal, or the District Administrator. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the District Administrator. Complaints against the District Administrator should be filed with the Board President.