

This form is to be confidentially maintained in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g. Do not file in cumulative record.

Unadilla Valley Central School DASA INCIDENT REPORTING FORM

Directions: The Unadilla Valley Central School District is committed to providing a safe environment to all members of our community. Despite our best intentions, incidents between students do occur at times. If you wish to report a disturbing incident between two or more students, complete this form and return it to the DASA Coordinator. Contact school officials for additional information or assistance at any time. This form can be completed anonymously by omitting signature and name. Every reported act of bullying will be investigated. Parents of aggressors and targets will be contacted in cases of confirmed bullying.

Date of report:	Time of Incident:
Name of student target:	Grade:
Name(s) of alleged aggressor(s):	Grade:
Names of Witness(es):	

Where did the incident(s) happen (choose all that apply):

- On School Property At a school sponsored event/activity off-site
 Online/Technology School Bus
 Other _____

What best describes what happened (choose all that apply)?

- Teasing Threat/Property Damage Stalking Theft Social exclusion
 Intimidation Physical violence Public Humiliation Retaliation Sexual Harassment
 Other: _____

What did the alleged aggressor(s) say or do? (Include dates/times. Attach separate sheet if necessary):

Did a physical injury result from this incident?

- No Yes, but it not require medical attention Yes, and it required medical attention

Is there any additional information you would like to provide? (Attach a separate sheet if needed)

Name Of Person Reporting Incident:

Telephone:

E-Mail:

Place an "X" in the appropriate box: Student Parent/Guardian Teacher

Other: _____

Signature: _____ **Date:** _____

Administrative Action Taken: _____ **Date:** _____

Administrator: