



STUDENT WELFARE  
FREEDOM FROM BULLYING

FFI  
(EXHIBIT)

**Exhibit A—Incident Report Form (Student)**

Student's name *(optional)*: \_\_\_\_\_

Date: \_\_\_\_\_

**Details of the incident(s)**

Name of student(s) the incident happened to: \_\_\_\_\_

Name(s) of student(s) alleged to have caused the incident(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of the incident: \_\_\_\_\_

Time of the incident: \_\_\_\_\_

Location of the incident: \_\_\_\_\_

If the incident is alleged to have occurred on District property, identify the facility or campus:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name(s) of anyone else who knows about what happened:

\_\_\_\_\_  
\_\_\_\_\_

Describe what happened: *(Attach additional pages if needed)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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Student's signature (*optional*): \_\_\_\_\_

Date: \_\_\_\_\_

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

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### ***For District's Internal Use Only***

#### **Confirmation of parent notification regarding allegation**

**Note to administrator:** Notice to the parent or guardian of the alleged victim is required within three business days of the reporting of the incident.

- Notification provided to the parent or guardian of alleged victim:

Parent's or guardian's name: \_\_\_\_\_

Date of notification: \_\_\_\_\_

Method of notification: \_\_\_\_\_

**Note to administrator:** Notice to the parent or guardian of the student(s) alleged to have engaged in bullying is required within a reasonable time after the incident is reported.

- Notification provided to the parent or guardian of student(s) who allegedly engaged in bullying:

Parent's or guardian's name: \_\_\_\_\_

Date of notification: \_\_\_\_\_

Method of notification: \_\_\_\_\_