



**SUSQUEHANNA VALLEY CENTRAL SCHOOL DISTRICT  
INCIDENT REPORTING FORM**

**Directions:** The Susquehanna 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 an incident between two or more students, complete this form and return it to the Dignity Act Coordinator or Principal at the student's school. 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.

<b>Date of report:</b>			
<b>Name of student target:</b>	Age:	Grade:	School :
<b>Name(s) of alleged aggressor(s) (If known):</b>	Age:	Grade:	School :

**Name(s) of witness(es) (If known):**

**Where did the incident(s) happen (choose all that apply)?**  
 On school property     At a school-sponsored activity or event off school property     Online/via technology  
 On a school bus     On the way to/from school     Other: \_\_\_\_\_

**What best describes what happened (choose all that apply):**  
 Teasing     Threat/Property Damage     Stalking     Theft/Property Damage  
 Social exclusion     Intimidation     Physical violence     Public humiliation  
 Retaliation     Sexual Harassment     Other: \_\_\_\_\_

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

**Did a physical injury result from this incident?**  
 No     Yes, but it did 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 necessary)

**Name Of Person Reporting Incident (Optional):**  
 Telephone (optional): \_\_\_\_\_ E-mail (optional): \_\_\_\_\_  
 Place an X in the appropriate box:     Student     Parent/guardian     Other: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrative Action Taken: \_\_\_\_\_ Date: \_\_\_\_\_  
 Administrator: \_\_\_\_\_