

Dignity For All Students (DASA) Reporting Form

Hempstead School District, Hempstead, New York

Bullying, harassment, intimidation or discrimination are serious and will not be tolerated. This is a form to report alleged bullying, harassment, intimidation or discrimination that occurred on **school property; at a school-sponsored activity or event off school property; on a school bus; or on the way to and/or from school**, in the 2014-15 school year. If you are a student victim, the parent/guardian of a student victim, a close adult relative of a student victim, or a school staff member and wish to report an incident of alleged bullying, harassment or intimidation, complete this form and return it to the DASA Coordinator or Principal at the student victim's school. Contact the school for additional information or assistance at any time. Bullying, harassment, intimidation or discrimination means intentional conduct, including verbal, physical, or written conduct or an intentional electronic communication that creates a hostile educational environment by substantially interfering with a student's educational benefits, opportunities, or performance, or with a student's physical or psychological well-being and is:

- Motivated by an actual or a perceived personal characteristic including race, national origin, marital status, sex, sexual orientation, gender identity, religion, ancestry, physical attributes, socioeconomic status, familial status, or physical or mental ability or disability; or,
- Threatening or seriously intimidating; and,
- Occurs on school property, at a school activity or event, or on a school bus; or,
- Substantially disrupts the orderly operation of a school.

“*Electronic communication*” means a communication transmitted by means of an electronic device, including a telephone, cellular phone, computer (i.e. Facebook or any other social networking sites).

Today's Date: _____ **School:** _____

Person Reporting Incident: Name _____

Telephone: _____ **Email:** _____

Check the appropriate box: Student Student (witness/bystander) Parent/Guardian
 Close adult relative School Staff Member

1. Name of student victim _____ **Grade:** _____

2. Name(s) of alleged offender(s) (if known) (Please print)	Age	School (if known)	Is he/she a student?

3. On what date(s) did the incident happen? Month ____ Day ____ Year ____ Month ____ Day ____ Year ____

4. Where did the incident happen? (Check all that apply)

On School Property On a school bus At a school-sponsored activity or event off school property
 On the way to/from school

5. Check the statement(s) that best describes what happened (choose all that apply):

- Any bullying, harassment, or intimidation that involves physical aggression
- Getting another person to hit or harm the student
- Teasing, name-calling, making critical remarks, or threatening, in person or by other means
- Excluding or rejecting the student Making rude and/or threatening gestures
- Spreading harmful rumors or gossip Intimidating (bullying), extorting, or exploiting
- Electronic communications (specify) _____
- Other (specify) _____

6. **What did the alleged offender(s) say or do?** *(Attach a separate sheet if necessary)*

7. **Why did the bullying, harassment or intimidation occur?** *(Check all that apply)*

- Verbal Bullying Physical Bullying Social / Relational Bullying
 Cyber Bullying Hazing Harassment
 Sexual Harassment Other _____

8. **Did a physical injury result from this incident?** *(Indicate one of the following):*

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

9. **If there was a physical injury, do you think there will be permanent effects?** Yes No

10. **Was the student victim absent from school as a result of the incident?** Yes No *If yes, how many days was the student victim absent from school as a result of the incident?* _____

11. **Did a psychological injury result from this incident?** *(Indicate one of the following):*

- No Yes, but psychological services have not been sought Yes, psychological services have been sought

12. **The reported alleged incident involved the following:** *(Check all that apply):*

- Race Ethnic group Sexual Orientation Color Religion Gender
 Weight Religious Practice Sex National Origin Disability None

13. **Is there any additional information you would like to provide?** _____

Signature

____/____/____

Date