Bullying Incident Report Form

When should I use this form?
Use this form to report alleged bullying that may have occurred at LAMB, at a LAMB-sponsored event or off-school property that negatively impacts a LAMB student’s experience at the school.

How does LAMB define bullying?
LAMB defines bullying as any severe, pervasive, or persistent act or conduct, whether physical, electronic, or verbal that:
1. May be based on a youth’s actual or perceived race, color, ethnicity, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, intellectual ability, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an intrafamily offense, place of residence or business, or any other distinguishing characteristic, or on a youth's association with a person, or group with any person, with one or more of the actual or perceived foregoing characteristics; and
2. Shall be reasonably predicted to:
   a. Place the youth in reasonable fear of physical harm to his or her person or property;
   b. Cause a substantial detrimental effect on the youth’s physical or mental health;
   c. Substantially interfere with the youth’s academic performance or attendance; or
   d. Substantially interfere with the youth’s ability to participate in or benefit from the services, activities, or privileges provided by LAMB.

Conflict can be confused with bullying but they are not the same. Bullying is unwanted aggressive behavior that results in victimization. Often times, the bullied person cannot stop or prevent future incidents.

Where should I submit the completed form?
You can give or email the completed form to your building’s Assistant Principal, the Principal, Executive Director or to Maria-Jose Carrasco, our Prevention Specialist, at maria-jose@lambpcs.org

What should I expect once I submit this form?
Once you submit the completed form, you will receive a call from Maria-Jose Carrasco or another staff member designated to your case, to go over the complaint and determine how to proceed.

Where can I find more information about LAMB’s bullying policy?
The current bullying policy is in the Parent Handbook and available online at http://tinyurl.com/LAMBbullyingpolicy

Name: ____________________________________________________________

Email Address: ______________________________________________________
Phone Number: _____________________________________________________________

I am: □ Family Member of a LAMB student  □ Staff Member  
□ Student  □ Other: ______________________________________________________

Name of the student(s) on whose behalf you are completing this form: _____________________________________________________________

Date and place of the alleged incident: _____________________________________________________________

Names of any witnesses: _____________________________________________________________

Where did the incident happen? Check all that apply.

__ Classroom  __ Hallway  __ Restroom  __ Playground  
__ Cafeteria  __ Playground  __ Parking lot  __ Online/Internet  
__ During a school activity  __ Off school property  
__ On the way to/from school  __ Other (Please describe.) ________________________

Describe what happened and why you believe that you or someone else has been bullied. Please provide as much detail as possible (feel free to attach an additional page if needed)

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

Are there any notes, pictures, texts, screenshots or other evidence of the event(s) you are reporting? □ No □ Yes (if yes, please identify the evidence you have)

__________________________________________________________________________________

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------------------------------------------------------- For Office Use ----------------------------------------------------------

Received by:______________________________   Date received:_____________________________