

**Eardley Elementary School
Violence – Bullying Incident Report Form**

Referred by: Student's Name or Parents Name	Date:
Referred by Staff Member:	

PART A: Reason For Referral	
Names of the person(s) hurt. "Who was being harmed?"	
Name(s) of the other person(s) "Who did the harm?"	
Names of the other people who were there:	

PART B: Concern(s)
When did these event(s) occur? Date: _____ Time: _____ Where did this/these event(s) occur? _____

PART C: Reason for the Referral: Type of Bullying/Violent Behaviours

<input type="checkbox"/> I/someone was called mean names <input type="checkbox"/> Lies and/or false rumours were purposely told about me/someone <input type="checkbox"/> I/someone was hit, kicked, punched, etc... <input type="checkbox"/> The person made comments about my/someone's race and/or other uncomfortable comments <input type="checkbox"/> I/someone was threatened <input type="checkbox"/> The person took/damaged my/someone's possessions <input type="checkbox"/> The person used the internet/texting/technology to harm me/someone <input type="checkbox"/> I/someone was feeling left out

Explain in more detail the incident(s) that occurred:

Who would you like to speak to? _____

PART D: Investigation Revealed (to be completed by the principal/Principal designate)



PART E: CONSEQUENCES/INTERVENTIONS (at the discretion of the administration):

- Called Home: Victim
- Called Home: Bystander
- Called Home: Perpetrator
- Suspended
- Detention
- Ad Hoc Requested
- Assigned Counsellor
- Books/Cubby Organized
- Remediation/Tutoring Plan Set-Up
- Parent/Student/Admin Meeting
- Letter/email mailed home
- Police were contacted
- Called Home
- Other _____

PART F: Inputted into Discipline Record/iGPI/ISM under the perpetrator(s) Name(s) YES ()

Person inputted the information _____

INTERVENTION CONDUCTED BY: _____