

FOR ADMINISTRATIVE USE ONLY:

Form# 1202

Attach any supporting documentation/evidence of the investigation.

3/15/13

Use a separate form for each alleged perpetrator.

Page 2 of 2

Alleged Information 1st offense repeat offender/alleged

Name: _____ Grade _____ School _____

Parent Information (if student) _____ Contact Number _____

Address _____

PARENT CONTACT DOCUMENTATION (MUST BE BY PHONE, IN PERSON and/or IN WRITING)

Parent contact of alleged perpetrator:

By phone date: _____ By writing date: _____ US Mail Electronic

Parent contact of alleged victim:

By phone date: _____ By writing date: _____ US Mail Electronic

Investigation Details:

Summary of Investigative action (Attach additional pages if needed)

Bullying Behavior Substantiated

Bullying Behavior Unsubstantiated

Harassment Behavior Substantiated

Harassment Behavior Unsubstantiated

Was Bullying/Harassment behavior related to:

Race?

Sex?

Disability?

Action Taken: (describe)

Resulted in School Discipline Referral

Yes

No

If yes, Referral #

Investigation turned over to Law Enforcement (complete below)

Name of Law Enforcement personnel notified: _____

Agency _____ ID # _____ Date/Time _____

Case # _____

Administrator/Designee Signature: _____ Date _____

COMMENTS:

ALL COMPLETED INVESTIGATIONS (Substantiated & Unsubstantiated) MUST BE RECORDED IN THE TERMS STUDENT DATABASE