



Evergreen School District

Bullying Report Form

Instructions:

Bullying is serious and will not be tolerated. This is a form to report alleged bullying that occurred on school property, at a school-sponsored event off school property, on a school bus, on the way to and/or from school, or on an electronic device.

If you are a student, parent/guardian, close relative, teacher, or other staff member and wish to report an incident of alleged bullying, complete the entire form and respond only to questions that you feel comfortable answering and are able to accurately answer.

You may choose to include your name on the form or you may submit it anonymously. Please note that the district's ability to investigate an anonymous complaint may be limited and the district prohibits retaliation against anyone who files a bullying report.

You can choose to fill-out and submit this form online or print the form out and return it to your site principal or the district office. Please contact the school or district office if you require additional information or assistance.

Evergreen School District

3188 Quimby Road

San Jose, CA. 95148

(408) 270-6840



This form can be completed either by:

1) submitting online at <http://www.eesd.org/bully>, 2) filling the form online and printing a completed form, or 3) printing the form and filling it out by pen. Printed forms must be submitted in person to your school principal or District Office.

Any question with an * is required

Reporter Information

Have you submitted a bullying report form previously? * No Yes
 For this issue For another issue (please specify) _____

Have you contacted an adult regarding this incident? *
 No Yes Name of Adult: _____

Reporter's Name (optional): _____ ID: _____

School name: * _____ Grade Level: * _____

Date of this report: * _____

You are: * Student Parent/Guardian Relative School staff
 Other (please specify) _____

Are you: * Victim Witness Other (please specify) _____

If you would like someone to contact you, please add your phone number here (optional): _____

Incident Information *

Date of incident(s): _____ Time of incident(s): _____ AM/PM

Frequency of incident(s): * One time Daily Weekly
 Multiple occurrences Other _____

Location of incident(s): * School campus (where?) _____
 To/From school Electronic device School bus
 School-sponsored event (where?) _____
 Other (please specify) _____ Unsure

What happened: * (check all that apply)

- Physical violence Teasing Intimidation Theft
- Destruction of property Sexual, religious or racial harassment
- Spreading false rumors Threats Public humiliation
- Cyberbullying/Cyberstalking Stalking Social exclusion



Describe incident(s):*Please provide as much information as you can.
(attach separate sheet if necessary)

Were there any witnesses?*

- No Yes Unsure

If Yes, please provide names, grades and contact information. If you don't know the names, please describe him/her/them.

Alleged Bully's name: _____ Grade _____

If you don't know the alleged bully's name, please describe him/her/them

Name of Victim: * Myself Other person (first/last name and grade, if known)

If you don't know the victim's name, please describe him/her/them

Any other information you would like to supply? (optional):

List and attach any evidence of bullying (i.e., letters, texts, photos, etc.)(optional):