

**Lisbon School Department
BULLYING INVESTIGATION FORM**

Date: _____

- 1. Name of person investigating alleged incident(s): _____
 Position/title of investigator: _____
 Name of complainant/person reporting bullying: _____
 Name(s) of alleged target(s): _____

Complainant/reporter is (circle one): Student Parent School employee
Coach/advisor Volunteer Other _____

Name(s) of alleged bully(ies): _____
Name(s) of potential witnesses: _____

- 2. Relationship between alleged target(s)/bully(ies): _____

- 3. Did the alleged incident(s) occur (check one or more):
 _____ on school property (including a school bus)
 _____ at a school sponsored activity
 _____ through use of technology
 _____ elsewhere

Time and location(s) of incident(s): _____

- 4. Is this a first time occurrence or has the same or similar occurred previously? _____

- 5. Interview of complainant/reporter's, description of alleged incident(s):

- 6. Interview of alleged bully(ies): _____

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7. Name(s) of potential witnesses, if any: _____

8. Witnesses interviewed and summary of witness information provided:

9. Further evidence of bullying (videos, photos, email, letters, etc.): _____

10. Is the alleged bullying substantiated, i.e., does the alleged conduct meet the definition of bullying as articulated in Board policy? Yes No
11. Nature of harm incurred:
____ Physical harm to student or damage to student's property
____ Student's reasonable fear of physical harm or damage to property
____ Infringement of student's rights at school
12. Conduct resulting in harm (in item 11 above) is on the basis of:
____ National origin/ancestry/ethnicity
____ Religion
____ Physical, mental, emotional or learning disability
____ Sexual orientation
____ Gender/gender identity/expression
____ Age
____ Socioeconomic status
____ Family status
____ Physical appearance
____ Weight
____ Other distinguishing personal characteristics

13. Summary of investigation/Explanation of findings:

14. Recommended disposition and/or recommended disciplinary action (including alternative discipline, support for targeted student, other intervention/referral)

15. Recommendation of report to law enforcement? Yes No
____ Potential criminal violation
____ Potential civil rights violation

Signature of investigator: _____

If investigator is not building principal, copy to principal on [_____] [_____] [_____]]
Date

Adopted: May 2013
Reviewed: May 13, 2019
Reviewed: February 13, 2023