



# Mount Vernon City School District

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## DASA Incident Report Form

Name of Alleged Target(s):			School Attended by Alleged Target:		
Name of Alleged Student(s) committing harassment, intimidation, or bullying:			School Attended by Alleged Aggressor:		
<b>Mark all boxes below in which the actual/perceived characteristic was/may have been a motivational factor in the alleged incident:</b>					
Race: <input type="checkbox"/>	Color: <input type="checkbox"/>	National Origin: <input type="checkbox"/>	Ethnic Group: <input type="checkbox"/>	Religion: <input type="checkbox"/>	Religious Practice: <input type="checkbox"/>
Weight: <input type="checkbox"/>	Disability: <input type="checkbox"/>	Sexual Orientation: <input type="checkbox"/>	Gender: <input type="checkbox"/>	Sex: <input type="checkbox"/>	
Other actual or perceived characteristics:					
<b>How did you learn that a student may have been the victim of harassment/intimidation/bullying? Mark the appropriate box.</b>					
Witnessed incident: <input type="checkbox"/>			Informed by another person: <input type="checkbox"/>		
Informed by Alleged Target: <input type="checkbox"/>			Name of the other person:		
List below any person who you know or have reason to believe may have information regarding this matter. Please list if they are a student, staff member, parent, or other (Ex: John Doe, teacher)					
<b>What was the location and time of the alleged harassment, intimidation or bullying incident?</b>					
Location on school property:			Name/Date of school sponsored function:		
Electronic Communication (cell phone, internet, etc.):			Off school grounds - Explain:		
Describe nature of alleged harassment, intimidation or bullying. Include any gestures, relevant verbal, written or physical act(s), or any electronic communication.					
<b>What harm do you believe was or may have been caused by the alleged incident? Check all that apply.</b>					
Substantial disruption with orderly operation of school: <input type="checkbox"/>		Physical or emotional harm: <input type="checkbox"/>		Damage to property: <input type="checkbox"/>	
Insulting or demeaning: <input type="checkbox"/>		Creates a hostile educational environment: <input type="checkbox"/>		Interferes with student's education: <input type="checkbox"/>	
<b>You may choose to submit this report anonymously. Please note that no formal disciplinary action is permitted on the basis of anonymous reporting alone.</b>					
Print name of person reporting:		Signature:		Date:	