



**Jamestown City School District  
Harassment, Bullying, Discrimination Reporting Form**

The Jamestown City School District is committed to providing a safe, supportive environment free from harassment, bullying or discrimination. The District encourages the involvement of staff, students, parents and community members in the implementation and reinforcement of the Dignity for All Students Act (DASA).

If you believe that a student has been the target of harassment, bullying—including cyberbullying—or discrimination, please use this form to report all allegations. School or district personnel who witness an incident or receive a report of an incident must immediately notify the principal, superintendent or designee, and must complete and submit this written report within two (2) days.

All complaints will be treated in a confidential manner. Anonymous reports may limit the district’s ability to respond to the complaint. A prompt and thorough investigation will be conducted for all incident reports.

**Please identify the student who was the target of bullying, harassment, or discrimination.**

Name \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

**Where did the incident happen?** (Please be specific.)

\_\_\_\_\_

**When did the incident happen?** (Please provide date(s) and time(s) if known.)

\_\_\_\_\_

**Please provide the name(s) of the persons accused of bullying, harassment, or intimidation, if known.**

\_\_\_\_\_

**Please describe the incident as completely as possible. What happened? What did the alleged offender say or do? Please be specific, and attach any copies of text messages, emails, etc. if possible.**

**Please provide the names of any witnesses who may have observed the incident:**

\_\_\_\_\_

**What is your relationship to the student(s)?**

Self  Peer/Classmate  Teacher/Staff  Parent/Family  Other \_\_\_\_\_

**If you are willing to provide your name, please do so. This report will be kept confidential.**

\_\_\_\_\_

**Please return the completed form to your school administrator, Dignity Act Coordinator, or any other trusted staff member.**