

II. PRELIMINARY INVESTIGATION

M. Summary of Reported Behaviors/Actions:

N. Interview Notes (Include date, interviewees, and interviewers):

O. Summary of Discussion with Target, Reporter (if not target), and Alleged Aggressor:

P. Determination/Outcome:

- Target/Parent/Guardian does not currently wish to initiate a formal complaint.
- * Alleged behavior(s) may represent potential bullying based on the following (Check all that apply):
 - May have caused physical or emotional harm to the target or damage to the target's property.
 - May have placed the target in reasonable fear of harm to himself or herself or of damage to his or her property.
 - May have created a hostile environment at school for the target.
 - May have infringed on the rights of the target at school.
 - May have materially and substantially disrupted the education process or the orderly operation of a school.

Comments:

**** If the Preliminary Assessment indicates that the alleged behavior(s) may represent bullying, a formal investigation will be launched. (Proceed to Section III)***

- ** Alleged Behavior(s) do not represent bullying based on the following (Check all that apply):
 - Represent teasing rather than bullying.
 - Are a result of Alleged Aggressor's cognitive, social, and/or language challenges and not intended to hurt or offend the other person.
 - Are a result of Alleged Aggressor's lack of understanding or social conventions or limited experience with interpersonal relationships.

Comments:

***** If the Preliminary Assessment does not indicate that the alleged behaviors do not represent bullying and/or retaliation, the situation will continue to be monitored, and no present action is warranted at this time.)***

Q. Next Steps:

- Initiate formal investigation.
- Provide supports, instruction, and guidance to students involved to resolve conflicts and find more acceptable manners of interacting.
- Adjustment to student schedules
- Other:

Notes:

III. INVESTIGATION

R. Investigator(s): _____ Position(s): _____

S. Interviews:

Interviewed aggressor Name: _____ Date: _____

Interviewed target Name: _____ Date: _____

Interviewed witness Name: _____ Date: _____

T. Any prior documented incidents by the aggressor? Yes No

 If yes, have incidents involved target or target group previously? Yes No

 Any previous incidents with findings of Bullying or Retaliation Yes No

U. Summary of investigation:

