

Administrative Response

Administrator:

Date:

Situation up-date:

Were parents contacted: If so, who?

Disposition of the report:



Bullying Report



My Side of the Story

Name _____ Grade _____

Date of Report _____

1. In your own words, tell specifically what happened?



Bullying Report



My Side of the Story

2. **When did it happen? Include specific dates and times please.**

3. **Where did it happen, whose classroom or if in hallway, near what classroom?**

4. **What adult witnessed all or some of the events that happened?**

5. **What students saw this happen?**

6. **What adult(s) did you talk to try to prevent or solve this problem?**

7. **Does anyone owe you an apology?**

8. **Do you owe anyone an apology?**

9. **How could you have handled or prevented this situation?**