



# ENLARGED CITY SCHOOL DISTRICT OF MIDDLETOWN

## DIGNITY FOR ALL STUDENTS ACT REPORTING FORM (DASA) HARASSMENT/BULLYING/DISCRIMINATION

The Dignity Act prohibits discrimination and/or harassment of students on school property and at school functions by students or school employees. Harassment can include the use, both on and off school property, of information technology to deliberately harass or threaten others.

**Note:** Retaliation or threats of retaliation against any person involved in the reporting or investigation of harassment, discrimination, or bullying is a violation of the law. Additionally, any individual who knowingly makes a false statement on this form, or impedes subsequent investigations may be subject to civil liability.

Name of Complainant: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Parent/Guardian/Caregiver : \_\_\_\_\_ Phone \_\_\_\_\_

Relationship to Student on whose behalf you are reporting:

Friend     Self     Teacher     Parent     Other: \_\_\_\_\_

Name of Student subjected to harassment or discrimination: \_\_\_\_\_

School attending: \_\_\_\_\_ Grade (if known): \_\_\_\_\_

**Characteristics [actual or perceived] targeted CHECK THOSE THAT APPLY:**

- Race                       Color                       National Origin                       Ethnic Group
- Weight                       Gender                       Gender Identity / Expression                       Disability
- Sexual Orientation                       Religion                       Religious Practice
- Other [Describe]

**Behaviors observed/ reported (CHECK THOSE THAT APPLY)**

- Teasing                       Graffiti                       Sexual Harassment
- Spitting                       Threats                       Publicized negative information to others
- Stealing                       Intimidation                       Social exclusion
- Pushing, kicking, hitting                       Restraining movement                       Negative communications
- Name calling                       Negative facial gestures                       Other: \_\_\_\_\_
- Insults                       Stalking
- Tripping, pinching, spitting
- Spreading rumors

**Location(s) where behaviors were observed/reported to occur (CHECK THOSE THAT APPLY)**

- School Location: Describe \_\_\_\_\_  Online (social media)                       Off Campus (school sponsored)
- School Bus                       Off Campus (non -school sponsored)

Has this incident/discrimination been previously reported?  Yes  No

If yes, to whom and when? \_\_\_\_\_

Name(s) of the person(s) engaging in the alleged harassment or discrimination of the student: \_\_\_\_\_

To the best of your ability, please indicate when the incident occurred: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Witnesses (if any): \_\_\_\_\_

**Please provide a detailed description/statement of the incident(s)** reported including a statement of how and when you became aware of the alleged occurrence(s). Please provide any written information you have to support the allegations (i.e., written statements, photos, printouts, documents, etc.) Please use a separate sheet if necessary.

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**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*This report must be delivered to your school's Dignity Act Coordinator, or the District Dignity Act Coordinator. Reporting incidents of harassment and/or discrimination is essential to maintaining a safe school environment. An investigation will begin no less than two school days after receipt of this report.*