

**Dighton-Rehoboth Regional High School  
Critical Incident  
Reporting/Complaint Form**

**I. Report of the Incident**

**1. Information about the Incident:**

Please identify the alleged instigator: \_\_\_\_\_ **Check:**  Student  Staff  Other

Grade \_\_\_\_\_

Please identify the person(s) targeted by the instigator: \_\_\_\_\_  Student  Staff  Other

Date(s) of incident: \_\_\_\_\_

Time when incident(s) occurred: \_\_\_\_\_

Incident location (be as specific as possible): \_\_\_\_\_

Type of Harassment Alleged  Racial  Sexual  Religious  Other (describe) \_\_\_\_\_

**2. Witnesses (List people who saw the incident or have relevant information about the incident):**

Name: \_\_\_\_\_  Student  Staff  Other

Name: \_\_\_\_\_  Student  Staff  Other

Name: \_\_\_\_\_  Student  Staff  Other

**3. Description of the Incident. Check all spaces below that apply. Inappropriate behaviors observed by adult witnesses include:**

- |  |   |
|--|---|
| <input type="checkbox"/> Name Calling            | <input type="checkbox"/> Spitting               |
| <input type="checkbox"/> Stalking                | <input type="checkbox"/> Demeaning Comments     |
| <input type="checkbox"/> Inappropriate Gesturing | <input type="checkbox"/> Stealing               |
| <input type="checkbox"/> Staring/Leering         | <input type="checkbox"/> Damaging Property      |
| <input type="checkbox"/> Writing/Graffiti        | <input type="checkbox"/> Shoving/Pushing        |
| <input type="checkbox"/> Threatening             | <input type="checkbox"/> Hitting/Kicking        |
| <input type="checkbox"/> Taunting/Ridiculing     | <input type="checkbox"/> Cyber-Bullying         |
| <input type="checkbox"/> Inappropriate Touching  | <input type="checkbox"/> Intimidation/Extortion |
| <input type="checkbox"/> Flashing a Weapon       | <input type="checkbox"/> Other                  |

**4. Describe the incident in detail, including the name of the person involved, what was said and done, specific words used. Use additional paper if necessary, or attach printouts/copies of notes/websites/etc.**

Yes, the incident involved physical injury.  No, physical injury was not involved.

Is there any physical evidence:

Physical evidence:  Graffiti  Notes  E-mail  Web sites  Video/audiotape  Phone Messages  Other

**CHECK:**

4.. Person completing Form: \_\_\_\_\_  Student  Staff  Other

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

**III. CONCLUSIONS FROM INVESTIGATION:**

1. Did the incident have any of the following features:

	<b>YES</b>
Threat to someone's physical safety	
Sexual harassment	
Threat or harassment based on race, class, gender, sexual orientation or other protected status	
Repeated cyberbullying after earlier intervention	
Image or audio/video record of harassment	
Other notable feature (please list):	

2. Did the incident substantially disrupt the learning environment or infringe on the rights of students and/or staff? If yes, please describe how, using as much detail as possible.  Yes  No

3. Finding:  Yes, this was:  No

Bullying  Incident documented as \_\_\_\_\_

Harassment  Discipline referral only \_\_\_\_\_

4. Contacts

Contacted target's parent/guardian  Contacted instigator's parent/guardian

Police  Principal  School Counselor  Assistant Principal

Other: \_\_\_\_\_

5. Action(s) Taken:

Detention  Suspension  Education  Community Service

Other: \_\_\_\_\_

SIGNATURE OF INVESTIGATOR: \_\_\_\_\_ Date: \_\_\_\_\_

I have been made aware of this incident and will discuss this issue further with my child.

Parent's signature: \_\_\_\_\_ Date: \_\_\_\_\_