

**Keeping Track of Bullying/Harassment Incidents at School**

Your Name \_\_\_\_\_

Student's Name \_\_\_\_\_

Name of School \_\_\_\_\_

<b>Date and Time of Day</b> <i>Day, Month, Year and Time</i>	<b>Where</b> <i>Example: in the gym, on the bus, etc.</i>	<b>Who Was Involved</b> <i>Write down everyone who was there</i>	<b>What Happened</b> <i>Write down in as much detail as you can what happened and who said and did what</i>	<b>Did You Tell the School? How?</b>	<b>How did the School Respond?</b>	<b>How did this incident affect your child?</b> <i>Emotionally, behaviorally, physically</i>