Policy: 5175

Challenging Behavior Reporting Form

This form is not required by law or policy but serves as a model challenging behavior reporting form that local and regional boards of education may adapt and adopt.

Instructions

This form is for students, parents or guardians of students enrolled in the school, and school employees to report any alleged challenging behavioral incidents. Challenging behavior is behavior that negatively impacts school climate or interferes, or is at risk with interfering, with the learning or safety of a student or the safety of a school employee. This form should also be used to report alleged bullying incidents, meaning; unwanted and aggressive behavior among children in grades kindergarten to twelve, inclusive, that involves a real or perceived power imbalance.

Complete this form electronically, or in writing, or go to your school climate specialist (principal, vice principal, or other certified administrator) who will assist you with completing this form. All completed reports require a response from the school climate specialist, and every student, parent or guardian, and school employee who completed this form will receive a copy of the "Response Process(es) Notification Form" describing the action steps taken, within three (3) school business days after an assessment has been completed.

The school climate specialist will assess the facts of a challenging behavior incident and complete the "Response Process(es) Notification Form" (located on page 5 of this document). A confirmation of receipt of the "challenging behavior reporting form" will be provided to the individual who completed this form within three (3) school business days, and the behavioral assessment will be finalized within a reasonable amount of time.

If this is an emergency, and you feel that you or someone else is in imminent danger, please call 911, or your

municipal police department. Name: First______ Last_____ or check here □ for any **student** who would like to submit anonymously. I am a: Student \square , Parent and/or Guardian \square , or School Employee \square Email: Phone Number: Contact me by: Phone \square Email \square Was this previously reported to any school employee prior to this report? If yes, identify to whom, when, and what was reported? Where did the incident occur? Check any boxes that apply. ☐On school property Approximate date of incident (if known): ☐ On a school bus ☐ At a school-sponsored activity or off school ☐ On the way to/from school ☐ Electronic communication, internet, and social ☐ Outside of school media □ Other

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Please describe what happened?	
Of the following statement(s) check any that may describe or include	11
☐ Teasing, name-calling, intimidating, or	☐ Making intimidating, and/or threatening gestures or remarks
threatening, in person or through electronic communication	☐ Getting another person to do any of the behaviors
☐ Spreading rumors or gossip	listed above
☐ Hitting, kicking, shoving, spitting, hair pulling, or throwing something or other acts of physical aggression	☐ Unwanted contact of a sexual nature (verbal, non verbal, physical)
color, learning disability, marital status, intellectual disability, national creed, sex, gender identity or expression, sexual orientation, and statution. If known, provide the name(s) of any witness(es) of the alleged incides	s as a veteran? If so, why?
Date form submitted:	ont.
For school climate specialist use only: Date received by school climate specialist: Signature of receipt by school climate specialist:	
This form does not modify or eliminate any rights or obligations underights protections, or any applicable policies and procedures or collectinformation will remain confidential throughout this process, subject required by law.	tive bargaining agreements. All students' private and personal
Please note: when a student exhibits challenging behavior, our priority work with the student(s) to prevent the recurrence of such behavior, in occurred. Federal law protects the privacy of each student. Therefore, concerning the student alleged to have engaged in the challenging behavior.	ncluding making amends for any challenging behaviors that you cannot be provided with any specific information