



### Bullying Assessment Flowchart

Begin Investigation

Document all interviews with people involved using bullying incident report form

Was this a Crime? Physical contact or injury, use or threat of a weapon, serious threat of injury, stalking, kidnapping, detainment, loss/damage of property

Contact Police/Parents

Yes

What type of complaint?

#### Formal

Students and/or their parents or guardians may file written reports regarding suspected harassment, intimidation or bullying.

#### Informal

Students, parents or guardians and school personnel may make informal complaints of conduct that they consider to be harassment, intimidation and/or bullying by verbal report to a teacher, school administrator, or other school personnel.

#### Anonymous

Students who make informal complaints as set forth above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint.

Was there aggression?  
Physical – hitting, shoving, threatening injury  
Verbal – derogatory comments  
Indirect – comments to others

NO

Not Bullying

Yes

Was there dominance?  
Was the suspect stronger or dominant over the victim? Was one side outnumbered?

NO

Not Bullying

Yes

Was there persistence?  
Was there more than one incident or did the suspect fail to stop when asked?

NO

Not Bullying

Yes

Does qualify as bullying  
Go to actions taken on incident report form