

## Randolph Public Schools Civil Rights / Bullying Investigation PROCESS FORM

### Investigation

**Investigator(s):** \_\_\_\_\_ **Position:** \_\_\_\_\_

**Interviews:**

Aggressor(s):		Date:		
		Date:		
Target(s):		Date:		
		Date:		
Witnesses:		Date:		
		Date:		
		Date:		
		Date:		

Any prior documented incidents by the aggressor?  YES  NO  
 If yes, have incidents involved same target or target group  YES  NO  
 Any previous incidents with BULLYING, RETALIATION?  YES  NO

### Brief Summary of Investigative Conclusions (attach narrative if necessary)

**Type of Violation Found (Check all that Apply):**

BULLYING       CIVIL RIGHTS  
 Student to Student  Staff to Student  Student to Staff  Staff to Staff

**Complaint Sustantiated:**  YES  NO

**Process steps:**

**Resolution Process used:**

Discipline Code  Informal  Formal  Other

**Action Taken:**

Loss of Priveleges  Detention  Suspension  Counsellor referral  
 Community Service  Education  Notify Probation  Other

**Parent Notifications**

Parent of Target: \_\_\_\_\_ Date: \_\_\_\_\_  
 Parent Of Aggressor: \_\_\_\_\_ Date: \_\_\_\_\_

**Describe Safety Planning:**

Follow up with Target: \_\_\_\_\_ Date: \_\_\_\_\_  
 Follow up with Aggressor \_\_\_\_\_ Date: \_\_\_\_\_  
**Police Notified:**  Yes  No      **Police Respond**  Yes  No

**Responding Officer:**

**Nature of Police Involvement: (check all the apply)**

Came to School  Met with student(s)  Intervened During Incident  Preserved Evidence  Made Arrest(s)

**Report forwarded to:**

District Equity Officer       Superintendent

**Received by:**

**Safety & Security Director Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_