

DIGNITY FOR ALL STUDENTS REPORTING FORM

The Berne-Knox-Westerlo Central School District is committed to providing a safe, supportive environment that is free from harassment, bullying and discrimination. We encourage the involvement of all members of our school community in the implementation, support, and implementation of the Dignity for All Students Act.

Please utilize this form to report alleged instances of harassment, discrimination, or bullying that you believe occurred. Please send this form to your school building's DASA coordinator. Once you have submitted the form, you should expect a call from a staff member within the next school day. Complaints that are district-wide, involve administration or are not tied to a particular school should be made to the Office of Human Resources. If you do not receive a call, please follow up with your building principal.

Your Name:	School:
Your phone number/email:	Today's Date:

What role best describes you in relation to this incident (please circle one)?

Student Target	Student (witness)	Parent/Guardian	Staff Member	Other
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Date of Incident: _____ Time of Incident: _____

Name(s) of Targeted Student(s): _____

Name(s) of Alleged offender(s): _____

Were there any witnesses (circle one)? Yes No

If yes, please list their names:

Were any injuries reported? _____ No _____ Yes (Give Description):

Please tell us a little bit about what happened:

Please attach any supporting documentation for this event (i.e. copies of emails, notes, photos, etc...)

Has an incident with the same person been reported before?

If yes, when? To whom?

Signature of Complainant:

Name/Signature of Person Receiving This Complaint