



## Washoe County School District – Bullying\* Incident Intake and Analysis Form



Name of Interviewer: \_\_\_\_\_

School: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Name of reporting party: \_\_\_\_\_

Interview Questions	Initial Interview Comments
What Happened?	
What/Who was impacted by the event?	
Other factors to consider? Background information? Past occurrences? Remediation measures taken?	
Next Steps	
WCSD 3 Point Criterion	Analyze Information
1a. Was the harm caused by an intentional act? 1b. Was a protected class involved?	Yes      No Explain:
2. Evidence of how the behaviors were unwelcome?	Yes      No Explain:
3. Was the behavior severe, persistent or pervasive?	Yes      No Explain:
Initial Determinations	
<input type="checkbox"/> It is potentially bullying, harassment or discrimination	<input type="checkbox"/> It is potentially student misbehavior, a conflict or a misunderstanding

\* bullying also pertains to discrimination and harassment investigations

Required form