THE SCHOOL BOARD OF BREVARD COUNTY, FLORIDA
STUDENT REPORTING FORM

DIRECTIONS: A student may file a complaint of bullying, harassment or teen dating violence and abuse with a school official or by placing this form in the identified school’s drop off spot for anonymous reporting. The confidentiality of this form will be maintained in accordance with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g., Florida law, and/or as required by the 2020 Office of Civil Rights Title IX regulations.

Today’s Date: ______________           School: _______________________________________________
Your Name: _________________________________________       Date of Birth:____________________
Contact Phone #__________________________  Contact Email:_________________________________
Who is bothering you? __________________________________________________________________

Nature of Complaint (tell what happened): Choose all that apply and describe the exact words or behaviors used under “Other”

☐ Teasing           ☐ Hitting or kicking           ☐ Gender Discrimination
☐ Gossip/rumors being spread         ☐ Name calling           ☐ Sexual Harassment
☐ Shoving or pushing     ☐ Being left out on purpose  ☐ Relationship/Dating Violence
☐ E-mail, text, social media (print all messages and attach)  ☐ Sexual Assault
☐ Other (please specify) _____________________________

Describe what happened. Attach a separate sheet, if necessary. _______________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

When did this happen? Date(s):__________________________________________________________

Where did this happen? Choose all that apply.

☐ Classroom       ☐ Restroom       ☐ Playground       ☐ School bus
☐ Hallway       ☐ Cafeteria       ☐ School bus stop       ☐ At a school related or sponsored event
☐ Other school location (please specify) ________________________________________________
☐ Off Campus/Other Location (please specify)______________________________________________

How many times has this happened before?
____________________________________________________________________________________________

Have you reported this problem to your teacher, principal, or other school staff before?

☐ Yes ☐ No
If yes, to whom was it reported and what occurred in the past? Attach a separate sheet, if necessary.
____________________________________________________________________________________________
____________________________________________________________________________________________
What actions have you attempted to try to stop his/her behavior? Please list
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

Is there anyone who witnessed this behavior? ______________________________________________________

Do you have any documentation, pictures, texts, etc., to support your complaint?
☐ Yes  ☐ No – If yes, attach to this form

How has this behavior affected you?
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

What would you like us to do to help?
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

I certify that, to the best of my knowledge and belief, that the information provided by me on this form
is “true and correct” and not a “false statement or charge” to the best of my knowledge. Providing false
information may lead to discipline pursuant to federal and state law and/or regulations.

_________________________________________________        ____/____/_____
Student Signature              Date

FOR ADMINISTRATOR USE ONLY
Date Received: _______________________ Received By: __________________________________________________

Does behavior warrant disciplinary action?  ☐ Yes ☐ No

Administrative Findings
☐ No further action required          ☐ further investigation required – Complete investigation process

Beginning with the 2018-2019 school year, a student enrolled in a Florida public school in kindergarten through grade 12 who has been subjected to an incident of battery; harassment; hazing; bullying; kidnapping; physical attack; robbery; sexual offenses, harassment, assault, or battery; threat or intimidation; or fighting at school is afforded the opportunity to transfer to another public school with capacity or enroll in an approved private school under the Hope Scholarship.  (Section §1002.40, Florida Statutes)

If you think that you are in danger, please contact a trusted adult right away.