



# Marlborough Public Schools

Email this form to: [Bullying-Report@mps-edu.org](mailto:Bullying-Report@mps-edu.org)

**District Education Center**  
25 Union Street, Marlborough, MA 01752  
(508) 460-3509

## **BULLYING AND HARASSMENT INCIDENT REPORTING FORM** **MARLBOROUGH PUBLIC SCHOOLS**

\*If concerned about anyone's immediate physical safety, please call 911 first, then notify an administrator.

### **1. Name of Reporter:**

(Note: Reports may be made anonymously, but no disciplinary action will be taken against an alleged aggressor solely on the basis of an anonymous report.)

**2. Check whether you are the:**      Target of the behavior                      Reporter (not the target)

**3. Check whether you are a:**      Student      Staff member (specify role)  
   Parent      Administrator      Other (specify)

**4. State your school or work site:**      MHS      Whitcomb      Goodnow  
   Jaworek      Kane      Richer      Early Childhood

### **5. Information about the Incident:**

**Name of Target** (of behavior)

**Name of Aggressor** (alleged bully/harasser):

**Date(s) of Incident(s):**

**Time When Incident(s) Occurred**

**Location of Incident(s)** (Be specific.)

### **6. Witnesses** (List of people who saw the incident or have information about it):

**Name:**                                      Student      Staff      Other

**Name:**                                      Student      Staff      Other

**Name:**                                      Student      Staff      Other

Additional List of Witnesses is attached to this form.

[www.mps-edu.org](http://www.mps-edu.org)

*It is the policy of the Marlborough Public Schools not to discriminate on the basis of race, gender, religion, national origin, color, homelessness, sexual orientation, gender identity, age or disability in its education programs, services, activities or employment practices.*



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**7. Describe the details of the incident (including names of people involved, what occurred, and what each person did and said, including specific words used). Please use additional space on the back, if necessary.**

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FOR ADMINISTRATIVE USE ONLY

**8. Signature of Person Filing this Report:**

**Date:**

(Note: Reports may be filed anonymously; however, an individual may not be subject to discipline on the basis of an anonymous report of bullying)

**9. Form given to:**

**Position:**

**Date:**

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