**HIB Incident Report Form**

Metuchen Christian Academy

**PLEASE SUBMIT THIS FORM TO THE VICE-PRINCIPAL**

**Name of Alleged Target(s):**

**Name of Student(s) involved in the act of alleged Harassment, Intimidation and Bullying (HIB):**

**Describe the incident:**

**How did you learn that student(s) may have been target(s) of HIB? Be specific and include the names of people that may know about this incident.**

**What was the location of the alleged HIB incident?**

**Location on school property:**

**Name/date of school function:**

**School/Bus Incident (explain):**

**Off school grounds (explain):**

**Electronic Communication (social media, cell phone, etc):**

**What harm do you believe was or may have been caused by the alleged incident?**

**You may choose to submit this report anonymously. Please note, in accordance with the Anti-Bullying Bill of Rights Law, no formal action is permitted on the basis of anonymous reporting alone.**

**Name and Signature of Person Reporting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**