



DISCRIMINATION/HARASSMENT
INCIDENT REPORT FORM

In the Webster Central School District, incidents of discrimination/harassment are taken very seriously and are not tolerated. It is important to work with your school teams initially, including teachers, counselors, administrators, etc. to ensure that they are aware of the concern and are able to address, without delay, situations related to discrimination and/or harassment.

The Dignity for All Students Act (§§10-18 of Education Law) defines harassment as the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student’s educational performance, opportunities or benefits, or mental, emotional or physical well-being; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety. The harassing behavior may be based on any characteristic, including but not limited to a person’s actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression).

Today’s Date _____

Person reporting incident: ___ Student ___ Parent/Guardian ___ School Staff Member ___ Other

Name: _____ Phone#: _____ Email: _____

I have already spoken with the ___ teacher; ___ counselor; ___ site administrator; ___ other (check all that apply)

Name(s): _____

When and what was the outcome of this contact?

On what date did the incident happen? _____

Where did the incident happen? (please provide site name, address and specific location within site)

___ On School property ___ On a school bus ___ At a school sponsored activity event off school property ___ On the way to/from school ___

Other (please describe): _____

Name of victim: _____ If student, grade _____

Name of alleged offender (s)	Grade or position	School/building

Please describe what happened. Include details regarding what the offender(s) said or did. Attach separate sheet if necessary.

What relief or corrective action are you seeking?

Please submit completed form to Colleen Armstrong, DASA Coordinator, Webster Central School District

119 South Avenue, Webster, NY 14580.