

Students

Exhibit – Aggressive Behavior Reporting Letter

[on NDSEC letterhead]

Student Aggressive Behavior Report

(The classroom teacher, other staff directly involved in the incident, and/or the principal (if applicable) should fill out this report within 1 hour after the incident.)

Dear Parent(s)/Guardian(s):

Illinois law requires notification to the parent or guardian of a child who engages in behaviors that put them at risk for aggressive behavior, including but not limited to bullying (105 ILCS 5/10-20.14(d)). Board Policy 7:180, *Prevention of and Response to Bullying, Intimidation and Harassment*, prohibits a student from engaging in bullying during any school-sponsored education program or activity, while in school, on school property, on school buses/vehicles, at bus stops, or through electronic communications. Board Policy 7:190, *Student Behavior (formerly known as Student Discipline)*, prohibits a student from engaging in hazing or any kind of bullying or aggressive behavior that causes physical or psychological harm to someone else and/or urging other students to engage in such conduct. Prohibited aggressive behavior includes, without limitation, the use of violence, force, noise, coercion, threats, intimidation, stalking, harassment, sexual harassment, public humiliation, theft/destruction of property, retaliation, hazing, bullying, bullying using a school computer or school computer network, teen dating violence, or other comparable conduct. This notification is intended to help all of us work together to avoid repetition of the behavior.

Student Name: _____

Grade: _____

Date of Incident: _____

Time of Incident: _____

Location of Incident: _____

Acts of Aggressive Behavior:

- | | | | | |
|-----------------------------------|--------------------------------|-------------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Violence | <input type="checkbox"/> Force | <input type="checkbox"/> Coercion | <input type="checkbox"/> Threats | <input type="checkbox"/> Intimidation |
| <input type="checkbox"/> Bullying | <input type="checkbox"/> Noise | <input type="checkbox"/> Harassment | <input type="checkbox"/> Other _____ | |

Aggressive Behavior Description: (Reporters, be specific. List all pertinent information regarding the incident including: weapons or objects used as weapons, pertinent and/or precipitating acts or statements.)

Parent/Guardian notified by: _____ **Date/Time:** _____

Comments:

Person completing form, signature _____ **Print name:** _____

The following early intervention(s)/consequence(s) is/are recommended:

- I will telephone you to schedule an in-person meeting or telephone conference to discuss the necessary next steps.**
- Counseling service:** _____
- Non-Cooperative affiliated psychological service:** _____
- Alternative school assignment:** _____
- Community agency service:** _____

Together, I am confident we can help your child understand that aggressive behavior is not allowed at school

Administrator Signature: _____ **Date:** _____

Implemented: 11/2012
 Revised: 8/2013
 Revised: 12/2016
 Revised: 3/2017