

HUBBARD EXEMPTED VILLAGE SCHOOLS

330.534.1921

VICTIM INTERVENTION REPORT

Victim Name: _____ Date: _____

Narrative Description Report

Victim Intervention Options

- Provide adult supervision during recess, lunch time, bathroom breaks and hallway passage
- Maintain contact with parents/guardians of all involved parties
- Provide counseling if needed
- Inform school personnel and instruct them to monitor parties involved
- Check with victim daily/weekly to ensure no further incidents
- Setup weekly meetings with guidance counselor
- Other:

Standard Intervention Sequence

<i>Action</i>	<i>Date</i>
<input type="checkbox"/> Parent/Guardian Notified of Incident	_____
<input type="checkbox"/> Parent/Guardian Notified of Corrective Actions	_____
<input type="checkbox"/> Mediation Meeting Held (if needed)	_____
<input type="checkbox"/> Parent/Guardian Notified of Anti-retaliation	_____
<input type="checkbox"/> Situation Monitored	ongoing

Advanced Intervention Options

- False allegation, no action required
- Contact made with outside counselor
- Other
- Law enforcement involved
- CPS involved

Narrative Description of Intervention Measures

Signing below indicates the parent/guardian of a student has been informed of a harassment incident report, has been made aware of the school's response to the situation, and has been given clear instructions regarding steps to take should the harassment behavior persist.

Investigator Name _____ Signature _____ Date _____
Please Print

Investigator Name _____ Signature _____ Date _____
Please Print