

# Bullying, Harassment & Dating Violence Report Flowchart

## Report of Bullying, Harassment or Dating Violence Incident

- ✓ In-Person Written Report (*report documents on AP Guide website*)
- ✓ Written Anonymous Report (*any method a student may use*)
- ✓ Online Anonymous Report (*STOPit app*)



Designated Campus Administrator (*complete all steps*)



Notification of incident must be made

- ✓ To the parent/ guardian of alleged victim on or before the third school day after the date the incident is reported
- ✓ To the parent / guardian of the alleged perpetrator within a reasonable amount of time

*(complete both steps)*



Investigation must be initiated and completed within 5 school days (*complete steps below as needed*)



### Results of Investigation

- ✓ Determination if disciplinary action is warranted
- ✓ Notification to parent(s) of alleged victim
- ✓ Notification to parent(s) of alleged perpetrator
- ✓ Notification to appropriate GPISD personnel
- ✓ Notification to GP Police Dept if needed or required

### Counseling Support:

*Refer alleged victim AND alleged perpetrator to Counselor for Counseling support, including:*

- ✓ Individual Counseling
- ✓ Small Group Counseling
- ✓ Crisis Counseling
- ✓ Peer Mediation
- ✓ Family Resources

### Bullying / Cyberbullying

- ✓ Individual Counseling
- ✓ Small Group Counseling
- ✓ Crisis Counseling
- ✓ Peer Mediation
- ✓ Family Resources
- ✓ GPISD Cease and Desist
- ✓ GPISD Code of Conduct consequences

**Questions:** Call Title IX Coordinator (*student to student situations*):  
Mr. Rich Laffey, Director Student Support, 972.237.5468 or rich.laffey@gpisd.org