



Bullying Investigation Checklist

___ Bullying Report Form Date received _____

___ Bullying Investigation Date begun _____

Parents of students being accused of bullying have been notified of allegation and given the opportunity to attend any interview conducted with the student as part of the investigation

Date _____

___ Interviews conducted

___ Victim Date _____

___ Alleged Offender Date _____

___ Witness(s) Date _____

___ Investigation Concluded and appropriate action taken Date _____

___ Summary of investigation completed

___ Notification letter sent to parents with investigation findings

___ Documentation of investigation findings placed in students records

___ Copy of complete investigation file prepared and sent to Child Welfare and Attendance Office, 200 E. Judge Perez Dr., Chalmette, LA 70043 where they will be placed in a repository of all SBPSB bullying investigations