

Bullying Incident Report

This tool has been designed to help you keep a detailed record of bullying behaviour that you have experienced. If you are not yet ready to tell a trusted adult about your experience, this will help you to keep track of what has happened and help you report when you're feeling ready.

1. When did the incident occur?

Date: _____

Time: _____ AM/PM

2. Where did the incident occur?

Did it happen on social media, over text, on the phone, at school or somewhere else?

3. Did anyone see it happen?

- No
- Yes (please put the name(s) of who witnessed it)

4. What type of bullying occurred?

- Physical Bullying** (Hitting, kicking, shoving, tripping, spitting or any other use of force for the purpose of causing direct harm).
- Verbal Bullying** (Name calling, hurtful mocking, insults, slurs, humiliation or threats and racist comments).
- Social Bullying** (Turning away, getting other people to ignore or exclude you, gossiping and spreading rumours, damaging your reputation and/or friendships).
- Cyberbullying** (Using email, cell phones, text messages, social media sites/apps to threaten, harass, embarrass, socially exclude or damage your reputation and/or friendships).
- Sexual Harassment** (sexist comments and jokes, touching, pinching or grabbing someone in a sexual way, making crude comments about someone's sexual orientation and/or behaviours).
- Other** (Bullying can look differently for different people. You can explain your situation in more detail below).

5. What happened?

Please write as much detail as you remember in the space below. Important details to include are: what happened, who was involved and what was said or done. Keep any text messages, social media posts and photos of injuries.

6. Did the incident cause a physical injury?

- Yes, medical attention was required
- Yes, medical attention was not required
- No

7. Did you miss school because of the incident?

- Yes, I missed _____ days of school
- No

Resources

- **Youth Services Bureau**
YSB helps thousands of young people every year address things that threaten their physical, sexual, mental and social wellbeing. Online chat is available Thursday-Sunday from 4:00 PM - 10:00 PM.
613-260-2360 | www.ysb.ca
- **Child, Youth and Family Crisis Line of Eastern Ontario**
Child, Youth and Family Crisis Line offers access to crisis professionals 24/7 for youth under the age of 18 and their families.
613-260-2360 | www.icrs.ca
- **YouthNet**
YouthNet is a bilingual mental health promotion program for youth by youth at CHEO. YouthNet offers alternative support services for youth aged 13-20.
613-738-3915 | www.youthnet.on.ca
- **Coalition of Community Health and Resource Centres in Ottawa**
Local Community Health and Resource Centres offer a variety of services including advocacy, counselling, youth drop-in programs, after-school programs and more.
- **Centre Psychosocial**
Centre Psychosocial is a French organization that provides mental health services to youth (0-18 years) and the people living in their environment.
613-789-2240 | www.centropsychosocial.ca
- **CHEO's Gender Diversity Clinic**
CHEO's Gender Diversity Clinic offers help to children and youth (0-18 years) who need help with their gender identity.
www.cheo.on.ca/en/genderidentity
- **KIND**
KIND is an LGBTTTQ+ community centre in Ottawa offering space for discovery and connection to community and community resources.
www.kindspace.ca
- **Kids Help Phone**
Kids Help Phone is a Canada-wide bilingual and anonymous phone counselling service. They are available 24/7 365 days a year.
1-800-66-6868 | www.kidshelpphone.ca
- **Distress Centre of Ottawa**
The Distress Centre of Ottawa offers a 24/7 English distress line for all ages.
613-238-3311 | www.dcottawa.on.ca

The Ottawa Bullying Prevention Coalition's vision is to create a safe, respectful and caring community that fosters healthy relationships for all.



@ottbullying



facebook.com/ottbullying



@ottbullying