

*You may consider involving the police if another child/ youth has physically assaulted your child or is seriously threatening him or her with bodily injury.*

- ☐ Put it in writing. Write down the details of the bullying event(s) (dates, times, locations & who was involved).
- ☐ Contact the school vice principal or principal to report what has happened using the Who, What, When, Where worksheet.
- ☐ Request a safety plan for your child. The school should not bring your child and those who you have reported as bullying together to mediate this situation.
- ☐ Ask how the event(s) will be investigated.
- ☐ Request communication about the progress of the investigation.
- ☐ Request communication of the results of the investigation.
- ☐ If the bullying was about age, race, color, national origin, disability, religion or sex it is discriminatory harassment. You may decide to contact The Iowa Civil Rights Commission and/or the Federal Office of Civil Rights as well as the school.
- ☐ If the bullying issues are resolved, then we are doing what is intended in the law. We want every child to feel safe and welcome in school.
- ☐ If the bullying issues are not resolved you may choose to contact your local superintendent of schools or your school board. At any point in this process you may decide to contact an attorney

