Report of Bullying/Harassment (Parent, Fortify FL, Google Bullying Form, Bullying Hotline)

- Not enough information to conduct an investigation
  - Information received has a Bullying reference
    - Process ends and continues if additional information is received
    - Create SESIR Incident in SIS with NO Discipline Referral
  - Information identifies Victim, Aggressor, specific incident details
    - Investigation conducted and apply Code of Conduct for non-Bullying Related incident
      - Investigation Conducted, Complete Form 2508
        - Incident Substantiated
          - Complete Form 2509 Student Investigation Summary and Form 2597 Investigation Evidence
            - Apply Student Code of Conduct, Discipline Referral & SESIR Incident created in SIS

**When to Document Unsubstantiated in SIS:**
- Bullying or Harassment report does NOT result in a referral
- Allegations of Sexual Battery or Sexual Assault do NOT result in Discipline Referral
- Reporting Source:
  - Reporting sources are in person (student or parent), Google Bullying Form, Bullying Hotline, FortifyFL, School Police, Staff, email, or phone call to the school

**Resources for Documenting Unsubstantiated Incidents:**
- Step-by-Step Guide
- Video Demonstration of Incident Entry