

Reporting Bullying to ALSDE

Reporting to ALSDE is a Requirement

Alabama law requires LEAs to report statistics on the number of submitted reports of bullying, violence, threats of violence, and harassment to the state department. Per Alabama Code § 16-28B-6, each LEA is responsible for collecting and reporting this data for posting on the ALSDE website.

Additionally, upon any crisis including bullying incidents that result in a mental health emergency, suicide attempt, or death, a report must be submitted by the LEA to the Alabama State Department of Education. The LEA Crisis Report form is to be completed and submitted as soon as possible by the LEA Safety Coordinator.

LEA BULLYING & CRISIS REPORT

LEA: _____

Date: _____

Central Office Counselor Supervisor (Signature): _____

LEA Safety Coordinator (Signature): _____

Mental Health Service Coordinator — MHSC (Signature): _____

Part 1 — Bullying Incident Report

School (or LEA if at District Level): _____

Individual Involved: ☐ Personnel ☐ Student: _____ Grade _____ Gender: ☐ Female ☐ Male

Race:

- ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Hispanic
☐ Other/Multiple Races ☐ Native Hawaiian or Other Pacific Islander ☐ White

Type of Bullying (check all that apply):

- | | |
|---|--|
| ☐ Physical Bullying | ☐ Sexual, Inappropriate, or Unwanted Physical Harassment |
| ☐ Verbal Bullying | ☐ Bullying based on Protected Characteristic (disability, race, religion, etc.) |
| ☐ Relational/Social Bullying | |
| ☐ Cyberbullying | ☐ Other: _____ |

Outcome:

- | | |
|---|---|
| ☐ Bullying Confirmed — Disciplinary Action Taken | ☐ Referred to Mental Health Services |
| ☐ Bullying Not Confirmed | ☐ Related to Suicide Ideation or Attempt |
| ☐ Referred to Law Enforcement | ☐ Related to Student Death |

Submit this form immediately to your LEA Safety Coordinator. The digital version should also be completed by the LEA Safety Coordinator and submitted electronically to ALSDE.