



Parent/Guardian Notification Record of
Student Bullying Incident or Suicide Threat
In Accordance with Utah Code Ann., Section 53A-11a-203

This is a record documenting notification give to a parent/guardian of a bullying, cyber-bullying, harassment, hazing, or retaliation incident, or suicide threat involving their student. This form must be maintain securely, confidentially, and separately from the student's education records by school administration consistent the Utah Code Ann., Section 53A-11a-203(3). DO NOT USE THIS FORM TO NOTIFY A PARENT/GUARDIAN OF THE BULLYINCIDENT OR SUICIDE THREAT.

Student Information:

Student Name: _____

Parent/Guardian Name: _____

Contact Date: _____

Contacted VIA:

Phone, Number: _____ Time: _____ am pm

Personal Contact: Time: _____ am pm

Email, Address: _____ (Attach copy of Email)

Mail, Address: _____ (Attach copy of Letter)

Other: _____

Incident Information:

Incident Type:

Bullying Cyber-bullying Harassment Hazing Retaliation Suicide

Incident/Threat

Date: _____

Printed Name of School Administrator

Signature of School Administrator