REPORT OF INCIDENTS CONCERNING SCHOOL SAFETY AND THE EDUCATIONAL CLIMATE
July 1, 2015 through June 30, 2016

Do NOT send this paper form to SED

School Name: _____

BEDS Code (12 digits):

This paper form must be used only for the local gathering of data. Data represented in this form are required to be submitted to SED via the online BEDS-IMF-School Safety application. Your BEDS coordinator, superintendent/charter school leader will have details and protocol for entering data.

PART 1: VIOLENT AND DISRUPTIVE INCIDENT REPORTING (VADIR): VADIR incidents must be reported in only one category. If an incident involves more than one category, report it only in the **most serious** category. For example: if an incident involves robbery (category 3) and assault with physical injury (category 7), report the incident in category 3 (robbery). For all categories, **at least one offender** must be reported for each incident. If an offender is unknown, report the incident as having an offender of "Other." For incidents in categories 1 through 4, categories 6 through 13 and category 20, **at least one victim** must be reported for each incident. Note that both the school (as an entity) and the offender (as an individual) can be the victims of an incident. Schools reporting no incidents must report zero (0) in categories 1-20 column (a) and Item 4. Questions must be answered in Item 7 and Item 8, and the superintendent/charter school leader information sections must be completed. Additional documentation (including glossary of terms, instructions and Q&A documents) can be found at http://www.p12.nysed.gov/irs/school_safety/vadir_collection.html.

1. Violent and Disruptive Incidents: Report duplicated counts of offenders and victims. That is to say, offenders and victims must be counted each time they were involved in an incident.

Incident Category	Number of Incidents (a)	Number of Offenders (Duplicated count. Offenders must be counted more than once if they commit more than one offense.)			Number of Victims (Duplicated count. Victims must be counted more than once if they are victims of more than one offense.)			Number of Incidents		How many enrolled student offenders were assigned or referred to: (Report all consequences)					
		Students (b)	Staff (c)	Other or Unknown (d)	Students (e)	Staff (f)	Other or Unknown (g)	Involving Alcohol or Drugs (h)	On School Transpor-tation (i)	Counseling or Treatment Programs (j)	Teacher Removal (Section 3214) (k)	Suspension From Class or Activities (l)	Out-of-School Suspension (m)	Transfer to Alternative Ed Program (n)	Law Enforce-ment or Juvenile Justice (o)
Incidents Involving Physical Injury or the Threat of Injury.															
1. Homicide: conduct resulting in the death of another person.															
With weapon(s)															
Without weapon(s)															
2.1 Forcible Sex Offenses: involving forcible compulsion.															
With weapon(s)															
Without weapon(s)															
2.2 Other Sex Offenses: involving inappropriate sexual contact (no forcible compulsion.)															
With weapon(s)															
Without weapon(s)															
3. Robbery: forcible stealing of property from a person by using or threatening the immediate use of physical force.															
With weapon(s)															
Without weapon(s)															
4. Assault with Serious Physical Injury: intentionally or recklessly causing physical injury that creates substantial risk of death or serious disfigurement, impairment of health, or loss or impairment of the function of any bodily organ.															
With weapon(s)															
Without weapon(s)															

Incident Category	Number of Incidents (a)	Number of Offenders (Duplicated count. Offenders must be counted more than once if they commit more than one offense.)			Number of Victims (Duplicated count. Victims must be counted more than once if they are victims of more than one offense.)			Number of Incidents		How many enrolled student offenders were assigned or referred to: (Report all consequences)					
		Students (b)	Staff (c)	Other or Unknown (d)	Students (e)	Staff (f)	Other or Unknown (g)	Involving Alcohol or Drugs (h)	On School Transpor-tation (i)	Counseling or Treatment Programs (j)	Teacher Removal (Section 3214) (k)	Suspension From Class or Activities (l)	Out-of-School Suspension (m)	Transfer to Alternative Ed Program (n)	Law Enforce-ment or Juvenile Justice (o)
5. Arson: deliberately starting a fire with intent to damage or destroy property.															
					NA	NA	NA								
6. Kidnapping: to abduct a person or restrain a person with intent to prevent his or her liberation.															
With weapon(s)															
Without weapon(s)															
7. Assault with Physical Injury: intentional or reckless act causing impairment of physical condition or substantial pain.															
With weapon(s)															
Without weapon(s)															
8. Reckless Endangerment: subjecting individuals to danger by recklessly engaging in conduct that creates a grave risk of death or serious injury but no actual physical injury.															
With weapon(s)															
Without weapon(s)															
Other Incidents: Report incidents that 1) involve weapons or 2) disrupt the educational process. (See instructions.)															
9. Minor Altercations: involving physical contact and no physical injury.															
With weapon(s)															
Without weapon(s)															
10. Intimidation, Harassment, Menacing, or Bullying: no physical contact - intentionally placing another person in fear of imminent physical injury. Report only incidents that result in a consequence listed in (j-o)															
With weapon(s)															
Without weapon(s)															
11. Burglary: entering or remaining unlawfully on school property with intent to commit a crime.															
With weapon(s)															
Without weapon(s)															
12. Criminal Mischief: intentional or reckless damaging of school property or the property of another person, including but not limited to, vandalism and the defacing of property with graffiti.															
With weapon(s)															
Without weapon(s)															
13. Larceny and other Theft Offenses: unlawful taking and carrying away of personal property with intent to deprive the rightful owner of property. Permanently or unlawfully withholding property from another.															
With weapon(s)															
Without weapon(s)															
14. Bomb Threat: a telephoned, written, or electronic message that a bomb, explosive, or chemical or biological weapon has been or will be placed on school property.															
					NA	NA	NA								
15. False Alarm: falsely activating a fire alarm or other disaster alarm.															
					NA	NA	NA								

Incident Category	Number of Incidents (a)	Number of Offenders (Duplicated count. Offenders must be counted more than once if they commit more than one offense.)			Number of Victims (Duplicated count. Victims must be counted more than once if they are victims of more than one offense.)			Number of Incidents		How many enrolled student offenders were assigned or referred to: (Report all consequences)					
		Students (b)	Staff (c)	Other or Unknown (d)	Students (e)	Staff (f)	Other or Unknown (g)	Involving Alcohol or Drugs (h)	On School Transpor-tation (i)	Counseling or Treatment Programs (j)	Teacher Removal (Section 3214) (k)	Suspension From Class or Activities (l)	Out-of-School Suspension (m)	Transfer to Alternative Ed Program (n)	Law Enforce-ment or Juvenile Justice (o)
16. Riot: four or more persons for each incident simultaneously engaging in tumultuous and violent conduct and thereby intentionally or recklessly causing or creating a grave risk of physical injury or substantial property damage or causing public alarm.															
With weapon(s)					NA	NA	NA								
Without weapon(s)					NA	NA	NA								
Incidents Involving the Possession of Weapons, Drugs, or Alcohol (not reported in Categories 1–16).															
17. Weapons Possession Only: Report incidents where weapons were found through screening at the building entrance separately from other weapons possession incidents.															
17.1. Weapon(s) confiscated through entry screening					NA	NA	NA								
17.2 Weapon(s) found under other circumstances					NA	NA	NA								
18. Use, Possession, or Sale of Drugs					NA	NA	NA	NA							
19. Use, Possession, or Sale of Alcohol					NA	NA	NA	NA							
20. Other Disruptive Incidents: incidents involving disruption to the educational process serious enough to lead to consequence listed in (j-o). These incidents are in violation of the district code of conduct.															

2. Other Information Regarding Intimidation, Harassment, Menacing, or Bullying (not reported in category 10)

	Number of Reports
Enter number of reports of alleged incidents of intimidation, harassment, menacing, or bullying of students or staff reported to the school principal or other school administrator responsible for student discipline by any source, such as a staff member, student, parent, or other concerned citizen, that did not result in a disciplinary action listed in columns j-o of Item 1 of this form. Do not include incidents reported in category 10.	

3. Incidents where the Offender is *Not* an Enrolled Student.

Of the total number of incidents reported in VADIR categories 1–20, how many offenders involved:	The School of Enrollment	Law Enforcement or Criminal Justice	Other Disciplinary Action
a. Staff (any paid employee of this school or district)			
b. Other Offenders (not enrolled in or employed by this district)			

4. Location, Time, and Nature of Incidents

Of the total number of incidents reported in categories 1–20, how many incidents occurred/were:

a. on school property		c. during regular school hours		e. gang related	
b. at school-sponsored function off school grounds		d. before or after regular school hours		f. bias related	

Note: The sum of a.+ b. must equal the sum of c.+ d. Do not report Item 2 counts here.

5. Weapon Type and Firearms-Related Suspensions

	1. Handguns	2. Rifles/ Shotguns	3. Other Firearms	4. Knives	5. Chemical/ Biological Agents	6. Other Weapons
a. Enter the duplicated number of **student offenders** reported in categories 1-4, 6-13, 16, and 17 involving each of the following weapons**:**						

Parts b) through e) refer only to students who brought a firearm to or possessed a firearm at school.	General Education Students	Students With Disabilities
b. Of the number of students entered in part a) categories 1-3 above, how many were suspended for one year (180 school days) for bringing a **firearm** to or for possessing a **firearm** at school?		
c. Of the students suspended for a **firearms** incident in part b) above, how many had their suspensions shortened to less than one year?		
d. How many students reported in b) above were transferred to an alternative education program?		
e. How many students reported in c) above were transferred to an alternative education program?		

6. Victims of Violent Criminal Offenses and Unsafe School Transfers

(Please Note – Do Not Complete this section on the District Form or BOCES Form)

a. During the 2015-16 school year, how many students were determined by the Superintendent of Schools or Charter School Leader to have been a victim of a violent criminal offense pursuant to the No Child Left Behind Act (regardless of when the offense took place)?		
b. Of the students in part a), how many were given the opportunity to transfer to another school in the district, including a charter school?		
c. Of the students in part b), how many accepted the transfer offer and enrolled in another school?		
	Yes	No
d. Was the school on the list of persistently dangerous schools during the 2015-16 school year? If yes, answer parts (e) and (f)		
e. If the school has been identified by the State Education Department as a persistently dangerous school, how many students were given the opportunity to transfer to a safe school—including a charter school—within the district or LEA during the 2015-16 school year?		
f. Of the students in part e), how many accepted the transfer offer and enrolled in another school?		

7. Police or Safety Officer in the School

	Yes	No
Is there a police officer or other safety officer present in your school on a regularly scheduled basis?		
If Yes, did that officer provide information used to determine which incidents should be reported and in which categories they should be reported?		

8. Unduplicated Offender Count for Serious Incidents

	Number of Offenders
How many different individuals were offenders in all of the serious incidents (any incident in categories 1-8 plus incidents in categories 9-13, 16 and 17 that involved a weapon)? Count each individual only once even if he or she committed numerous offenses in one or more categories. Count unknown offenders as separate individuals.	

9. Superintendent/Charter School Leader Information (VADIR)

Superintendent/Charter School Leader: _____

E-mail Address: _____ Date: _____

Phone: _____ _____ Fax: _____ _____

Area Code Number Area Code Number

Unsafe School Choice:

(Please Note – Do Not Complete this section on the District Form or BOCES Form)

Is the following statement true?	Yes	No
"*This school is in compliance with the unsafe school choice provisions of the No Child Left Behind Act.*" (See instructions for a description of Unsafe School Choice provisions.)		

Code of Conduct:

Provide the web address (URL) where the Code of Conduct can be found. Remember to include the http:// prefix in your entry. If no Code of Conduct is posted on the web, enter "None" (without quotation marks). (See instructions for a description of Code of Conduct requirements.)	

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PART 2: DIGNITY FOR ALL STUDENTS ACT (DIGNITY ACT): Report all material incidents of discrimination and/or harassment; even if they occurred in combination with other incidents reported under the VADIR categories above. If a material incident involves more than one category of discrimination and/or harassment, include all counts in all categories that apply. Category definitions are summarized in this document and detailed in the **Dignity for All Students Act Glossary and Acronym Guide.** For additional information on the Dignity for All Students Act (including glossary of terms, instructions and Q&A documents), please consult the resource documents located at http://www.p12.nysed.gov/irs/school_safety/dasa_collection.html.

1. Material Incidents of Discrimination and/or Harassment:

Incident Types	Nature of Material Incidents of Discrimination and/or Harassment (Duplicated counts. Incidents must be counted more than once if they involve more than one category)												
	Race (a)	Ethnic Group (b)	National Origin (c)	Color (d)	Religion (e)	Religious Practice (f)	Disability (g)	Gender (h)	Sexual Orientation (i)	Sex (j)	Weight (k)	Other (l)	Total Count (Auto-sum) [2] (m)
1. Count of Incidents by Location [1]													
1.a Incidents occurring on school property													
1.b Incidents occurring at school-sponsored function off school grounds													
2. Count of Incidents by Type of Discrimination/Harassment [1]													
2.a Incidents involving intimidation or abuse but no verbal threat or physical contact													
2.b Incidents involving verbal threat but no physical contact													
2.c Incidents involving physical contact but no verbal threat													
2.d Incidents involving both verbal threat and physical contact													
3. Count of Incidents by Offender Type [1]													
3.a Incidents involving only student offenders													
3.b Incidents involving only employee offenders													
3.c Incidents involving both student and employee offenders													
Total Count (Auto-sum) [2]													

NOTES: [1] For each column:
- The sum of incident counts by location (*1.a + 1.b*) must equal the sum of incident counts by type of discrimination/harassment (*2.a + 2.b + 2.c + 2.d*)
- The sum of incident counts by location (*1.a + 1.b*) must equal the sum of incident counts by offender type (*3.a + 3.b + 3.c*)

[2] When using the online form, total count values are automatically calculated and will not accept user input

2. Material Incidents of Cyberbullying:

Incident Types	Nature of Material Incidents of Cyberbullying (Duplicated counts. Incidents must be counted more than once if they involve more than one category)												
	Race (a)	Ethnic Group (b)	National Origin (c)	Color (d)	Religion (e)	Religious Practice (f)	Disability (g)	Gender (h)	Sexual Orientation (i)	Sex (j)	Weight (k)	Other (l)	Total Count (Auto-sum) [2] (m)
1. Count of Incidents by Type of Cyberbullying [1]													
1.a Incidents involving intimidation or abuse but no threat(s)													
1.b Incidents involving threat(s)													
2. Count of Incidents by Offender Type [1]													
2.a Incidents involving only student offenders													
2.b Incidents involving only employee offenders													
2.c Incidents involving both student and employee offenders													
Total Count (Auto-sum) [2]													

NOTES: [1] For each column:
- The sum of incident counts by type (*1.a + 1.b*) must equal the sum of incident counts by offender type (*2.a + 2.b + 2.c*)

[2] When using the online form, total count values are automatically calculated and will not accept user input

3. Superintendent/Charter School Leader Information (Dignity Act)

Superintendent/Charter School Leader Name: _____

E-mail Address: _____

Phone: _____ Fax: _____

Area Code Number Area Code Number

Date: _____