

# ORDER OF CONTACT

## NEED TO REPORT A BULLYING INCIDENT?

### FOLLOW THE NECESSARY ORDER OF CONTACT STEPS WHEN DEALING WITH COMPLAINTS OF BULLYING

Families should use the matrix below to address questions and concerns with their districts. Claims should be addressed beginning at Contact Level 1. If additional support is needed, it is appropriate to proceed to the next level of contact. Families are highly encouraged to complete the district **Bullying Incident Report Form** for every incident of bullying.

**1**

**TEACHER OR  
SCHOOL COUNSELOR**

**ASST. PRINCIPAL  
OR PRINCIPAL**

**2**

**3**

**ASST. SUPERINTENDENT  
OR SUPERINTENDENT**

**LOCAL SCHOOL BOARD**

**4**

**5. COMPLETE AN AWAREITY  
REPORT ON THE OSDE WEBSITE**



**CONTACT THE STATE DEPARTMENT OF EDUCATION OFFICE OF STUDENT SUPPORT FOR  
ADDITIONAL GUIDANCE, SUPPORT, AND RESOURCES 405-521-2820 | 405-522-0276**