



Dear Parent,

An incident occurred at _____ on _____ involving your son/daughter. After conducting an investigation it has been determined that your child was the victim of bullying by another student. We have investigated the incident and taken appropriate action to protect your child from further acts of bullying/or retaliation.

Ohio Revised Code and the Chillicothe City School District define "bullying" as:

Bullying is defined as harassment, intimidation or other behavior whether intentional, written, verbal or other physical act exhibited toward another particular student more than once which causes mental or physical harm and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student. (ORC 3313.666)

Bullying is not welcome and will not be tolerated in any of the Chillicothe City Schools. Our school has developed a set of procedures and guidelines for reporting, investigating, and documenting bullying. It is our hope that this matter has been completely resolved and will not happen again. If you should have any questions regarding this incident and how we may help your child please call us at _____.

Sincerely,
