

Helpful Reports

Name _____

For each of the following reports, identify how they could be improved. What details could be added?

Remember that helpful reports include:

- **What you observed or heard (firsthand if possible)**
- **Who was involved**
- **When/Where it happened (approx. time/date)**
- **Why it concerns you**

Report #1: "Someone said that a student might bring something dangerous to school."

Report #2: "People are spreading rumors about this girl and it's getting bad."

Report #3: "My friend keeps skipping class and something is going on."

Report #4: "This guy in my class is acting kinda scary."