



2025-2026 Prevent Harassment or Discrimination in Schools - File Layout

Purpose:

Per C.R.S 22-1-143 the Harassment or Discrimination collection collects the number of formal harassment or discrimination reports received by the school and the type of bias reported when harassment or discrimination was found; and the time to complete each investigation and to make findings related to each report.

Dependencies:

There are no dependencies for the Harassment or Discrimination file.

Record Expectation:

LEAs should submit a record for every incident at schools that are maintained by the reporting district. All pertinent school information should be reported in this collection. All formal reports of harassment or discrimination received by the school should be reported, even in cases where no bias was found. All references to Local Education Agency (LEA) include district, BOCES and CSI.

Clarification:

All formal reports of discrimination and harassment under the LEA's non-discrimination policies must be reported to the state in this collection where the following is true:

There was a complainant, which is defined in statute as a person who files a report of alleged misconduct or discrimination pursuant to a local education provider's policy, and

There was an investigation or a review of the facts, and

There was a determination or finding made on whether the situation constituted discrimination or harassment under state and/or federal law and/or the LEA's policies.

When there is such a reportable situation, the LEA should report the basis on which they found discrimination or harassment.

Formal reports, for purposes of this data collection, include both student/student and student/employee complaints of discrimination or harassment.

Formal reports, for purposes of this data collection, do not include situations where the complainant elected to proceed informally, without an investigation or finding made, after being informed of their rights to an investigation and finding.



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For purposes of this collection, bullying is only included if it was reported OR evaluated as discrimination or harassment. Meaning:

There was a complainant that alleged bullying based on one or more of the following protected classes: disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, family composition, religion, age, national origin, or ancestry; and

There was an investigation or a review of the facts; and

There was a determination or finding made on whether the situation constituted discrimination or harassment under state and/or federal law and/or the school or district's policies.

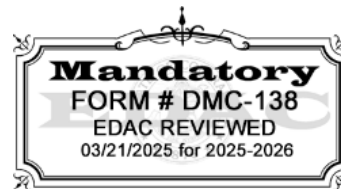
If the investigation under the school or district's non-discrimination policies determined that the conduct constituted bullying but did not rise to the level of being discrimination or harassment, it should be reported as "no bias" because it wasn't founded as being discrimination or harassment.

Use Summary:

Fields from this file are used in reporting for C.R.S. 22-1-143.

File Notes:

- New changes from 2024-2025 are emphasized with yellow shading.
- **Zero fill all non-applicable data fields**
- A header row is required for .csv and .xlsx files





Data Field List:

Name of Field	Field Length	Text Start Position	Text End Position	CSV Order	Excel Column	Example(s)	Remarks
School District/BOCES Code	4	1	4	1	A2	0000	
School Code	4	5	8	2	B2	0000	
Investigation Identifier	10	9	18	3	C2	0000000001	
Bias Type: Disability	1	19	19	4	D2	0 or 1	
Bias Type: Race	1	20	20	5	E2	0 or 1	
Bias Type: Creed	1	21	21	6	F2	0 or 1	
Bias Type: Color	1	22	22	7	G2	0 or 1	
Bias Type: Sex	1	23	23	8	H2	0 or 1	
Bias Type: Sexual Orientation	1	24	24	9	I2	0 or 1	
Bias Type: Gender Identity	1	25	25	10	J2	0 or 1	
Bias Type: Gender Expression	1	26	26	11	K2	0 or 1	
Bias Type: Family	1	27	27	12	L2	0 or 1	
Bias Type: Religion	1	28	28	13	M2	0 or 1	
Bias Type: Age	1	29	29	14	N2	0 or 1	
Bias Type: National Origin	1	30	30	15	O2	0 or 1	
Bias Type: Ancestry	1	31	31	16	P2	0 or 1	
Bias Type: No bias reported	1	32	32	17	Q2	0 or 1	
Report Investigation Time	2	33	34	18	R2	Numeric	01, 02, or 03

Data Field Descriptions:

School District / BOCES Code

A unique code assigned to a LEA by CDE. Refer to School District/BOCES Code table. School District/BOCES Code Table.



School Code

A unique code assigned by CDE to a school building. Refer to School Building Code Table.

Bias Type: Disability

Indicates whether the bias type of disability was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Race

Indicates whether the bias type of race was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Creed

Indicates whether the bias type of creed was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Color

Indicates whether the bias type of color was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Sex

Indicates whether the bias type of sex was found as a part of the investigation.



Code	Description
0	No
1	Yes

Bias Type: Sexual Orientation

Indicates whether the bias type of sexual orientation was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Gender Identity

Indicates whether the bias type of gender identity was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Gender Expression

Indicates whether the bias type of gender expression was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Family

Indicates whether the bias type of family was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Religion

Indicates whether the bias type of religion was found as a part of the investigation.



Code	Description
0	No
1	Yes

Bias Type: Age

Indicates whether the bias type of age was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: National Origin

Indicates whether the bias type of national origin was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: Ancestry

Indicates whether the bias type of ancestry was found as a part of the investigation.

Code	Description
0	No
1	Yes

Bias Type: No Bias

Indicates no bias was found as a part of the investigation. In cases where this field is reported with '1' no other bias types can be reported with '1'.

Code	Description
0	No
1	Yes

Report Investigation Time

Indicator of whether the time to complete the investigation for the reported harassment or discrimination was completed within 60 school days, 90 school days, or past 90 school days.



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Code	Description
01	Within 60 school days
02	Within 61 – 90 school days
03	Exceeded 90 school days

Document Changes:

Date	Description of Change	Reason for Change	Element(s) Affected
12/2025	Added Clarification	Request from the AG's office	Purpose
02/2024	New Collection / File Layout		