

# Victims Report (Vermont)

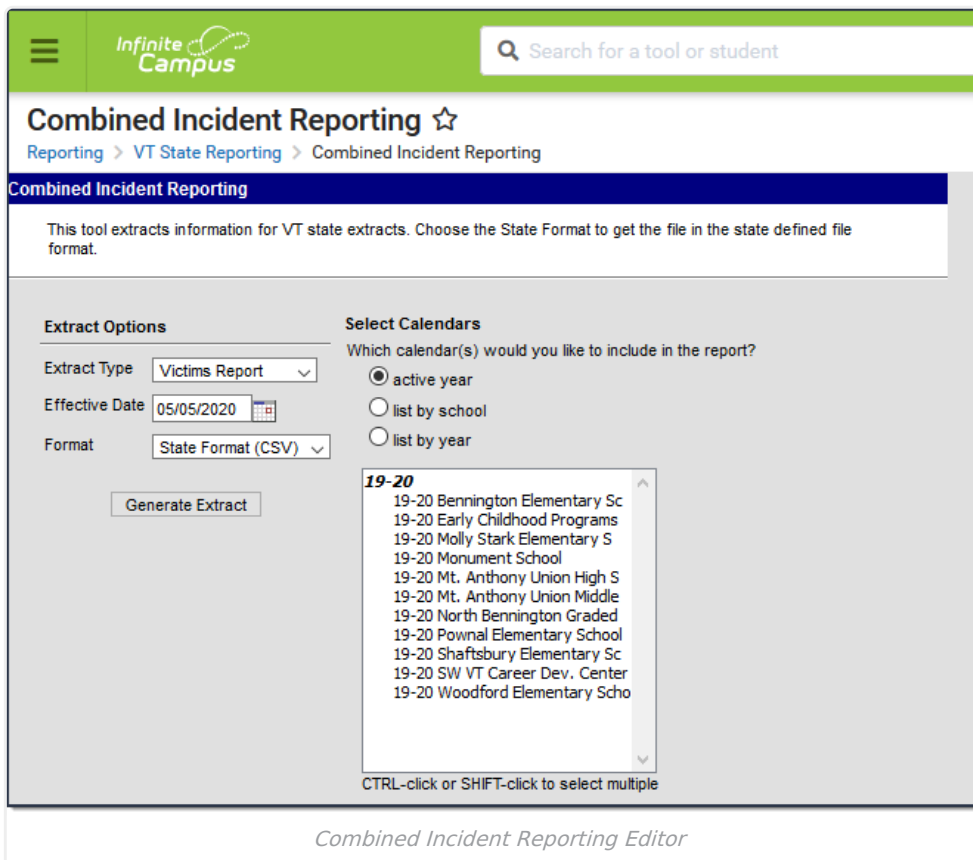
Last Modified on 12/14/2025 8:45 pm CST

Tool Search: Combined Incident Reporting

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Combined Incident Reporting gathers information related to violations of school policies, state or federal statutes or regulations. Four behavior reports collect information about behavior incidents, offenders, actions and victims.

See the [Combined Incident Reporting](#) article for directions for generating the extract.



The screenshot shows the 'Combined Incident Reporting' editor interface. At the top, there is a green header with the 'Infinite Campus' logo and a search bar. Below the header, the title 'Combined Incident Reporting' is displayed with a star icon. A breadcrumb trail shows 'Reporting > VT State Reporting > Combined Incident Reporting'. A blue bar below the title contains the text 'Combined Incident Reporting'. Below this, a white box contains the instruction: 'This tool extracts information for VT state extracts. Choose the State Format to get the file in the state defined file format.' The main area is divided into two sections: 'Extract Options' and 'Select Calendars'. In 'Extract Options', there are three fields: 'Extract Type' (set to 'Victims Report'), 'Effective Date' (set to '05/05/2020'), and 'Format' (set to 'State Format (CSV)'). A 'Generate Extract' button is located below these fields. In 'Select Calendars', there is a question 'Which calendar(s) would you like to include in the report?' with three radio button options: 'active year' (selected), 'list by school', and 'list by year'. Below these options is a scrollable list of school names for the '19-20' school year, including Bennington Elementary Sc, Early Childhood Programs, Molly Stark Elementary S, Monument School, Mt. Anthony Union High S, Mt. Anthony Union Middle, North Bennington Graded, Pownal Elementary School, Shaftsbury Elementary Sc, SW VT Career Dev. Center, and Woodford Elementary Scho. At the bottom of the list, it says 'CTRL-click or SHIFT-click to select multiple'.

## Report Logic

- The related incident date is on or after the first instructional day of the selected calendar.
- The related incident date is on or before the Effective Date (from the extract editor).
- Role is V1, V2, V3, V4 or V5.
- Students are NOT included if
  - their enrollment record is marked as State Exclude;
  - their enrollment record is marked as No Show;
  - their Grade Level of enrollment is marked as State Exclude; or
  - their Calendar of enrollment is marked as State Exclude.

## Report Example

Records:1

| Victim_IDNUM | Incident_Num | PSID  | Victim_LastName | Victim_FirstName | Victim_MName | Victim_DOB | Victim_Grade | V |
|--------------|--------------|-------|-----------------|------------------|--------------|------------|--------------|---|
| 123456       | 23456        | PS001 | Student         | Joe              |              | 01/01/1997 | 11           | M |

*Victims Report (HTML)*

## Victims Report Layout

| Element Name            | Description  | Type, Format and Length     | Campus Database       | Campus Location  |
|-------------------------|--|-----------------------------|-----------------------|--|
| <b>Victim_IDNUM</b>     | The victim's ID number for this incident.  | Numeric, long               | BehaviorRole.roleID   | Student Information > General > Behavior Tab > Behavior Event > Event ID         |
| <b>Incident_Num</b>     | The number that uniquely identifies the behavior incident.   | Numeric, long               | BehaviorEvent.eventID | Student Information > General > Behavior Tab > Behavior Event > Event ID         |
| <b>PSID</b>             | The school's ID number with the prefix "PS." For example if the school ID is 001, PS001 is reported. | Alphanumeric, 5 characters  | School.number         | System Administration > Resources > School > School Detail > State School Number |
| <b>Victim_LastName</b>  | The victim's last name.  | Alphanumeric, 50 characters | Identity.lastName     | Census > People > Demographics > Person Information > Last Name                  |
| <b>Victim_FirstName</b> | The victim's first name.   | Alphanumeric, 50 characters | Identity.firstName    | Census > People > Demographics > Person Information > First Name                 |
| <b>Victim_MName</b>     | The victim's middle name.  | Alphanumeric, 25 characters | Identity.middleName   | Census > People > Demographics > Person Information > Middle Name                |

| Element Name             | Description   | Type, Format and Length                 | Campus Database    | Campus Location  |
|--------------------------|---|---|--------------------|--|
| <b>Victim_DOB</b>        | The victim's date of birth.   | Date field, 10 characters<br>MM/DD/YYYY | Identity.birthDate | Census > People > Demographics > Person Information > Birth Date                         |
| <b>Victim_Grade</b>      | The victim's grade.   | Numeric, 2 digits                       | Enrollment.Grade   | Student Information > General > Enrollments Tab > General Enrollment Information > Grade |
| <b>Victim_Gender</b>     | Indicates whether the victim is Male: M or Female: F.   | Alphanumeric, 1 character               | Identity.gender    | Census > People > Demographics > Person Information > Gender                             |
| <b>Victim_AmindAKNat</b> | Indicates whether the victim is assigned the American Indian/Alaskan Native racial status: Y = Yes, N = No. | Alphanumeric, 1 character               | RaceEthnicity.code | Census > People > Demographics > Person Information > Race Ethnicity                     |
| <b>Victim_Asian</b>      | Indicates whether the victim is assigned the Asian racial status: Y = Yes, N = No.                          | Alphanumeric, 1 character               | RaceEthnicity.code | Census > People > Demographics > Person Information > Race Ethnicity                     |
| <b>Victim_Black</b>      | Indicates whether the victim is assigned the Black, Non-Hispanic racial status: Y = Yes, N = No.            | Alphanumeric, 1 character               | RaceEthnicity.code | Census > People > Demographics > Person Information > Race Ethnicity                     |

| Element Name           | Description   | Type, Format and Length   | Campus Database    | Campus Location  |
|------------------------|---|---------------------------|--------------------|--|
| <b>Victim_White</b>    | Indicates whether the victim is assigned the White, Non-Hispanic racial status: Y = Yes, N = No.                | Alphanumeric, 1 character | RaceEthnicity.code | Census > People > Demographics > Person Information > Race Ethnicity |
| <b>Victim_Hispanic</b> | Indicates whether the victim is assigned the Hispanic racial status: Y = Yes, N = No.                           | Alphanumeric, 1 character | RaceEthnicity.code | Census > People > Demographics > Person Information > Race Ethnicity |
| <b>Victim_Hawaiian</b> | Indicates whether the victim is assigned the Hawaiian or Other Pacific Islander racial status: Y = Yes, N = No. | Alphanumeric, 1 character | RaceEthnicity.code | Census > People > Demographics > Person Information > Race Ethnicity |

| Element Name         | Description   | Type, Format and Length     | Campus Database         | Campus Location  |
|----------------------|---|-----------------------------|-------------------------|--|
| <b>Victim_Type</b>   | <p>An indicator identifying the victim's role in the incident.</p> <ul style="list-style-type: none"> <li>• 1 - Victim: Student attending this school</li> <li>• 2 - Victim: Student from another school</li> <li>• 3 - Victim: School Personnel</li> <li>• 4 - Victim: Other Adult</li> <li>• 5 - Victim: Unknown</li> </ul> | Numeric, 1 digit            | BehaviorRole.role       | Behavior > Behavior Management > New Participant/Event > Role        |
| <b>Victim_Injury</b> | <p>The level of injury sustained by the Victim.</p> <ul style="list-style-type: none"> <li>• 1- Minor Injury</li> <li>• 3 - No Injury</li> <li>• 5 - Major Injury</li> <li>• 5 - Serious Bodily Injury</li> </ul>   | Numeric, 1 digit            | BehaviorRole.injuryCode | Behavior > Behavior Management > New Participant/Event > Injury      |
| <b>Victim_ID</b>     | Unique number assigned to the Victim.   | Alphanumeric, 15 characters | BehaviorRole.personID   | Student Information > General > Behavior > Behavior Role > Person ID |

| Element Name         | Description   | Type, Format and Length   | Campus Database | Campus Location  |
|----------------------|---|---------------------------|-----------------|--|
| <b>Victim_Choice</b> | Indicates whether the victim exercises their right to school choice: Y = Yes, N = No. | Alphanumeric, 1 character | Es.schoolChoice | Student Information > General > State Reporting Fields > School Choice |