

JICK-EA

EXHIBIT

STUDENT BULLYING / HARASSMENT / INTIMIDATION (Including harassment based on race, color, or national origin)

COMPLAINT FORM

(To be filled out by complainant and filed with any School District employee who will forward this document to the principal, principal's designee, or person who handles reports of harassment)

Please print:

Name of person making the report: _____

Relationship of the person making the report to the student(s) who was harassed: _____

Name(s) and grade(s) of the student(s) who was allegedly harassed: _____

Name(s) and grade(s) of any student(s) who allegedly engaged in harassment: _____

Name(s) and job title(s) of any employee(s) who allegedly engaged in harassment: _____

Name(s) and grade(s) of the student(s), or name(s) and job title(s) of the employee(s) who witnessed the alleged harassment: _____

Location(s) of the harassment: _____

Date(s), time(s), and description of the harassment: _____

Alleged effects of the harassment on the student(s): _____

The complaint:

Specify your complaint by stating the problem as you see it. Describe the incident, the background to the incident, and any attempts you have made to solve the problem.

If there is anyone who could provide more information regarding this complaint, please list name(s), address(es), and telephone number(s):

Name	Address	Telephone Number
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_____	_____	_____
_____	_____	_____
_____	_____	_____

The projected solution:

Indicate what you think can and should be done to solve the problem. Be as specific as possible.

I certify this information is correct to the best of my knowledge.

Signature of Complainant _____ Date _____

Address _____ Telephone _____

Email Address _____

Filled out by School District Official

Document received by _____ Date _____

Investigating official _____ Date _____