



Instructions: Complete all sections of this form to the best of your ability, and submit to the Principal's office.

Formal Complaint Harassment, Intimidation, or Bullying

Name of Targeted Student _____ Grade _____ Homeroom _____

Name of Student being Accused _____ Grade _____ Homeroom _____

- Describe what happened and/or what was said:
- How many times has this behavior happened before? When and where?
- Please list anyone (first and last names, students or adults) who witnessed this behavior:
- Have there been any other incidents involving the accused student? ___ Yes or ___ No

If yes, please explain: _____

Other information, including previous incidents or threats:

I certify that all statements made in the complaint are true and complete. I understand that any intentional misstatement of fact may subject me to school discipline. I authorize school officials to disclose the information I provide only as necessary in pursuing the investigation of my complaint.

Signature of student/parent _____ Date: _____

If parent is submitting the complaint, please indicate best phone number: _____

Signature of school staff receiving complaint: _____ Date: _____

<u>Office Use Only</u>	Rec'd _____	Investigated _____	Outcome: _____
Reports:			