

Form for Reporting a Complaint of Bullying, Intimidation, Harassment, Violence, and Threats of Violence

This form may be used by a student or a student's parent or guardian to submit a complaint regarding Bullying, Intimidation, Violence, and Threats of Violence as defined by state law and school system policy (Board Policy 6.10 [Jamari Terrell Williams Student Bullying Act Policy]).

This form should be delivered to the principal or the principal's designee either by mail or personal delivery.

Student's Name: _____ School: _____

Home Phone: _____ Email Address: _____

Home Address: _____

Preferred method of contact (provide address, e-mail, or phone number): _____

Complete all questions and signatures below. (Attach additional paper if needed)

1. Describe the conduct/circumstances leading to the complaint, including all pertinent facts supporting the complaint.

2. When did this happen (over what time period if continuing or more than once):

3. Identify the person(s) whose actions led to the filing of the complaint, and all witnesses or other persons having information relevant to the complaint.

4. Why do you believe this happened? This incident is a result of:

5. Do you have suggestions for resolving this situation? If so, list them here:

The incident resulted in a threat of suicide by the victim: ____ Yes ____ No

Attach copies of documents or other evidence that is relevant to the complaint.

I affirm that to the best of my knowledge, the foregoing information is true, accurate, & complete.

Student:

Signature

Date: _____

Parent/Guardian:

Signature

Date: _____

This form should be delivered to the principal or the principal's designee either by mail or personal delivery.