

Raleigh County Schools Complaint Form

- Bullying Harassment Intimidation Sexual Discrimination
 - Racial Discrimination Religious/Ethnic Discrimination Hazing Other
- (Definitions based on Raleigh Co Board of Education Policies C.1.3B, C.1.3A, C.1.4)

Name of Complainant _____ Date of Complaint _____

Name of Alleged Victim (if different from Complainant): _____

Relationship to Alleged Victim: Teacher Peer Other _____

Date(s) of Alleged Incident(s): _____ Time and Place: _____

Witness(es) Name(s): _____

(ATTACH SIGNED AND DATED WITNESS(ES) STATEMENT(S))

What was his/her/their reaction to the incident:

Describe the incident as clearly as possible including such information as names of others involved and their roles, verbal statements (i.e. threats, requests, demands, etc.) and note any physical contact, if any. (ATTACH ADDITIONAL SHEETS IF NECESSARY)

Document any evidence available and attach if possible (notes, texts, photos, etc.)

Describe any prior incidents you/he/she/they have experienced:

If, to your knowledge, this incident/or similar incident has been reported to an authority figure prior to this complaint, identify that individual and the approximate date. Person: _____ Date: _____

As a result, describe any action taken to investigate or resolve the incident.

Signature of Complainant Date
(or Complainant's Parents/Guardian)

SCHOOL USE ONLY

CENTRAL OFFICE USE ONLY

Received By: _____	Investigated By: _____	Report Date: _____
Received Date: _____	Completion Date: _____	Referral to Support Services: YES _____
		NO _____