SEXUAL HARASSMENT AND SEXUAL VIOLENCE REPORT FORM

General Statement of Policy Prohibiting Sexual Harassment

The School District maintains a firm policy prohibiting all forms of discrimination based on sex. Sexual harassment and sexual violence against students or employees is sex discrimination. All persons are to be treated with respect and dignity. Sexual violence, sexual advances, or other forms of personal harassment by any person, male or female, that create an intimidating, hostile, or offensive environment will not be tolerated under any circumstances.

Complainant_____

Home Address_____

Email Address_____

Home Phone_____

Work Phone_____

Date(s) of Alleged Incident(s)_____

Name(s) of person(s) you believe sexually harassed or was/were sexually violent toward you: (Add contact info, if known: phone, email, etc.)

_____

_____

List any witnesses who were present: (Add contact info, if known: phone, email, etc.)

_____

_____

Where did the incident(s) occur?_____

_____

SEXUAL HARASSMENT AND SEXUAL VIOLENCE
REPORT FORM
(continued)

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any verbal statements (i.e., threats, requests, demands, etc.); what, if any, physical contact was involved; what you did to avoid the situation, etc. (Attach additional pages if necessary.)

_____

_____

_____

_____

_____

_____

This complaint is filed based on my honest belief that _____ _____ has sexually harassed or was sexually violent to me. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge and belief.

_____
Complainant Signature

Date_____

Received by_____

Date_____

Received by Title IX Coordinator: Date: _____ Initials: _____

Adopted: May 16, 2002
Revised: June 2, 2021 (Update call letters only)
Revised: April 20, 2022