# Sample Bullying/Harassment Disposition of Complaint Form

Name of School/District: Click or tap here to enter text.

## Information Regarding Submission of Complaint

Complainant (person submitting complaint): Click or tap here to enter text.

Relationship of Complainant to School/District: Click or tap here to enter text.

Date of Submitted Complaint: Click or tap to enter a date.

Alleged Target Name: Click or tap here to enter text.

Relationship of Complainant to Alleged Target: Click or tap here to enter text.

Grade/Position of Alleged Target: Click or tap here to enter text.

Attendance Center Alleged Target: Click or tap here to enter text.

Date of Alleged Incident: Click or tap to enter a date.

Location of Alleged Incident: Click or tap here to enter text.

What method was reportedly used for the alleged bullying and/or harassment? (check all that apply)

[ ]  Physical

[ ]  Written

[ ]  Verbal

[ ]  Electronic (cyberbullying)

[ ]  Social/Relational (ostracizing, exclusion)

## Investigation Summary

Summary of the investigation (add pages as necessary):

Click or tap here to enter text.

Did the investigation determine that the incident was targeted and repeated against the alleged student target?

Click or tap here to enter text.

**Is there a need for an IEP meeting? \_\_\_\_\_yes \_\_\_\_\_no**

## Determination

**Founded \_\_\_\_\_ Unfounded \_\_\_\_\_**

Briefly explain the rationale for that decision:

Click or tap here to enter text.

## Authorizing Signature

I agree that all contained herein is true and accurate to the best of my knowledge.

Name (printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Appeal Process

[INSERT YOUR SCHOOL/DISTRICT POLICY ON HOW THE COMPLAINTANT CAN APPEAL THE DECISION]