Schuylerville Middle School Harassment/Discrimination Complaint Form

A student, parent/guardian, or staff member may file a complaint of harassment, discrimination, intimidation, or bullying of a student, pursuant to DASA regulations and school policy. This report includes the information necessary to conduct a thorough investigation of the alleged offense and take appropriate corrective action. Complaints and complaint forms should be submitted to one of the Dignity Act Coordinators: Mrs. Maddie Wright, Assistant Principal, or Mrs. Erin Welch, School Counselor.

Written repo	rt - Created by:		(Student, Parent, Staff Member)(Administrator)	
Oral report - I	Received/Written by			
Date Filed:		Reporter's N	lame:	
Reporter's Role:	student	parer	ntstaff member	other (Specify)
Victim's Name:				Grade
	of harassment or bu	· ·	tely as possible. Attach ad ters, photos, provide cell p	Iditional sheets if necessary. bhone texts, Facebook
Location of Incidents	·			
Name(s) of witnesse	es:			
Have you reported t	his to anyone else?_	No	Yes; who/wher	n:
Is this the first time t	his has happened?_	Yes	No If No, how many times	has this happened before:
Please add any othe	er information about	previous inci	dents or threats:	
Signature of Person	Completing Form:			Date

FOR OFFICE USE ONLY

Date of inv	estigation:	Investi	gating administrator:	
Determina	ation:	_Material incident (reported _ Not a material incident (no	•	
R	ace sability	r Discriminatory Behavior: (C Color Religion Gender Identity	Check all that apply.) Ethnic Group Religious Practice Sexual Orientation	
Reprim	nand detention ohone call meeting	Referral to schedule chang	ool counseling ge side counseling m activities	n-school or out of school suspensionIn-school suspensionOut of school suspensionReferred to law enforcement or juvenile justice system
Communic DATE	ation Log:	PERSON		SUMMARY
Follow-up/	other relate	ed information:		