Attachment J

Record of Compliance

Complaint No. ________

Date:________________

The School must create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment.

Date (Enter N/A if not applicable)

___________ Receipt of Formal Complaint (Attachment B)

___________ Notification to Parties of Formal Complaint (Attachment C)

___________ Notice of Dismissal (Attachment D)

___________ Investigative Meeting Notice (Attachment E)

___________ Investigator Disclosure of Evidence (Attachment F)

___________ Final Determination (Attachment G)

___________ Notification of Appeal (Attachment H)

___________ Notification of Informal Resolution (Attachment I)

In each instance, the School must document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the School’s education program or activity. The basis is:

_____________________________________________________________________________

_____________________________________________________________________________

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_____________________________________________________________________________
If a School does not provide a complainant with supportive measures, then the School must document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The basis is:

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

The documentation of certain bases or measures does not limit the School in the future from providing additional explanations or detailing additional measures taken.

By: __________________________

Title IX Coordinator
[insert contact information]