

Newport-Mesa Unified School District
Uniform Complaint Procedure
Discrimination/Harassment Complaint Reporting Form

Board Policy 1312.3 – Uniform Complaint Procedures outlines how complaints alleging unlawful discrimination, harassment, intimidation and bullying against any protected group are addressed. Protected groups are enumerated by Education Code §§ 200 and 220. Additionally, it is the policy of the State of California, pursuant to Section 200, that all individuals shall enjoy freedom from discrimination and/or harassment of any kind in the educational institutions of the state. This also includes sexual harassment, which is a form of sexual discrimination (EC § 231.5).

I. Contact Information:

Name: _____
Address: _____
City: _____ Zipcode: _____
Home Phone: _____ Work or Cell Phone: _____

II. Complainant

You are filing this complaint on behalf of: _____
 yourself your child or a (student) another student a group

III. School Information

School Name: _____ Principal's Name: _____
Address: _____ City: _____

IV. Basis of Complaint:

Please check the following box(s), based on the type(s) of discrimination, harassment, intimidation and/or bullying (Education Code §§ 200 and 220)

- | | |
|--|---|
| <input type="checkbox"/> Ancestry | <input type="checkbox"/> Race |
| <input type="checkbox"/> Age | <input type="checkbox"/> Ethnicity |
| <input type="checkbox"/> Color | <input type="checkbox"/> Religion |
| <input type="checkbox"/> Physical or mental disability | <input type="checkbox"/> Marital or parental status |
| <input type="checkbox"/> Gender | <input type="checkbox"/> Sex (Title IX) |
| <input type="checkbox"/> Gender Identity | <input type="checkbox"/> Sexual orientation |
| <input type="checkbox"/> Gender Expression | <input type="checkbox"/> Association with any of these categories |
| <input type="checkbox"/> Nationality | <input type="checkbox"/> Sexual Harassment |

V. Details of Complaint

Please answer the following questions to the best of your ability. Attach additional sheets of paper if you need more space.

Please **describe** the type of incident(s) you experienced that led to this complaint, including the events or actions, in as much detail as possible:

List the **individuals** involved in the incident(s):

List any **witnesses** to the incident(s):

Describe the **location(s) where** the incident(s) occurred:

Please list **all the date(s) and time(s)** when the incident(s) occurred or when the alleged acts first came to your attention:

What steps, if any, have you taken to resolve this issue before filing a complaint?

Signature of person filing complaint

Date

Received by: _____ Date Filed: _____

Title: _____

Please provide a duplicate copy to the complainant.