

**ROMULUS CENTRAL SCHOOL DISTRICT DIGNITY FOR ALL
STUDENTS (DASA) COMPLAINT FORM**

If you wish to report an incident or series of incidents of bullying and/or harassment, please complete this form. In addition, we urge you to speak directly with the Building DASA Coordinator/Building Principal as soon as possible so the District can investigate and take appropriate steps to resolve the incident.

(Please see below):

Student Name: _____

Grade: _____ School: _____

Describe the incident(s). Please include when and where it happened.

List the name(s) of the individual(s) accused of bullying and/or harassment.

Were there any witnesses? YES NO

If yes, please list the names of the Individual(s)

I certify that all statements on this form are accurate and true to the best of my knowledge.

Signature Date

Please attach any supporting documentation (i.e. copies of emails, notes, photos, etc.) Return this form to:

Note on confidentiality: In order to investigate the complaint, the district will disclose the content of the complaint only to those persons who have a need to know. This form will not be shown to the accused student(s) / staff.

- District Bullying Prevention Coordinator: Mr. Martin D. Rotz, Superintendent
607-869-5391 ext. 330 mrotz@romuluscsd.org
- School Dignity for All Students (DASA) Coordinator: Mr. Michael Pane
607-869-5391ext 315 mpane@romuluscsd.org

- Principal: Mr. Christopher Puylara 607-869-5391ext 342 cpuylara@romuluscsd.org
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