

**Letter to Inform Parent/Guardian About and Unconfirmed Bullying Incident**

[School Letterhead]

Date

Name of Parent

Address

Any town, Louisiana 71111

RE: Student Name

Dear \_\_\_\_\_:

As you know, the \_\_\_\_\_ School District recently received a complaint alleging that your child committed an act of bullying against another student. In accordance with state law, it is the policy of the Louisiana Department of Education that any form of bullying behavior, whether in the classroom, on school property, or at school sponsored events, is expressly prohibited.

The purpose of this letter is to notify you that the \_\_\_\_\_ School District has completed a thorough investigation of the bullying allegations and the reported bullying has not been verified. As a result, the complaint has been resolved and no disciplinary action taken.

Respectfully,

\_\_\_\_\_  
Principal