Alameda Unified School District Student Bullying Report Form

It is the intent of the AUSD Governing Board to provide a process for students, parents, and members of the community to address complaints of bullying to appropriate district personnel and to receive a prompt response to this complaint without fear of retaliation.

It is also the intent of the Governing Board to protect students or personnel from unfair and unfounded accusations, to conduct a prompt and reasonable investigation, and to resolve any complaints in accordance with school and district policies and procedures. Complaints shall be investigated in a manner that protects the confidentiality of the parties.

Submission of this report form is encouraged; however, oral reports shall be considered official reports. Reports may be made anonymously, but formal disciplinary action may not be based solely on an anonymous report. Any student who feels she/he is a victim of bullying should immediately contact a teacher, counselor, principal, or staff person. Staff shall assist students and/or parents in completing the bullying complaint form, as requested.

Name of Student:_____ Date of Report: _____

Parent/Guardian/Community Member: _____

(Filing This Complaint on Behalf of a Student): _____

Person(s) Your Complaint Involves: _____

Date(s) of Incident: _____

Where did the incident take place? _____

Did you report this incident of bullying? Yes ☐ No ☐

If yes, to whom? _____

When? _____

Please describe your complaint in as much detail as possible. (Use extra sheets of paper if necessary.) _____

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