West Contra Costa Unified School District

Uniform Complaint Procedure (UCP) Form

Date: _____ /_____ /_____

Last Name: _____ First Name: _____

Street Address: _____ Apt./Ste #: _____

City: _____ Zip Code: _____

Home Phone: (_____) _____ - _____ Message/Work Phone: (_____) _____ - _____

School/Office of Alleged Violation: _____

_____

Please check the category(ies) referred to in your complaint:

- ☐ Adult Education
- ☐ Pre-School
- ☐ Child Nutrition Programs
- ☐ Migrant Education Formula
- ☐ Foster and Homeless Youth
- ☐ Career and Technical Education
- ☐ Consolidated Categorical Aid Programs
- ☐ Student Fees
- ☐ Physical Educational Instructional Minutes
- ☐ Implementation of Local Control Funding & Accountability Plan
- ☐ Regional Occupation Centers and Programs

Unlawful Discrimination : Based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics. Please check all that apply:

- ☐ Race or Ethnicity
- ☐ Color
- ☐ Ancestry
- ☐ Nationality
- ☐ National Origin
- ☐ Immigration Status
- ☐ Ethnic Group Identification
- ☐ Age
- ☐ Religion
- ☐ Marital Status
- ☐ Pregnancy
- ☐ Parental Status
- ☐ Physical or Mental Disability
- ☐ Sex
- ☐ Sexual Orientation
- ☐ Gender
- ☐ Gender Identity
- ☐ Gender Expression
- ☐ Genetic Information
- ☐ Other: _____

Office Use Only: Date Received: _____/_____/_____ By: _____

- ☐ Informal Complaint _____ / _____ /_____ Date of Informal Resolution
- ☐ Formal Complaint _____ / _____ /_____ Date of Formal Resolution
- ☐ Not Resolved

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Explanation of complaint: (Please print or type. Give detailed information such as date, times, places, types of complaints, and witness names. Use additional sheets of paper if necessary.)