

**Issaquah School District
Student-to-Student Complaint Form**

Check the appropriate box(es):

☐ Discrimination Complaint (3210) ☐ Sexual Harassment Complaint (3205) ☐ HIB Complaint (3207)

*** If filing a HIB Complaint (3207) please indicate how the report is being made**

Report is being made ☐ Anonymous ☐ Confidential ☐ Non-confidential see 3207P for definitions

Reporting person (Optional): _____ **Today's Date:** _____

Your phone number (optional): _____ **Best way to contact:** ☐ phone ☐ email

Your email address (optional): _____

Targeted student(s): _____

Name of school adult you've already contacted (if any): _____

Name(s) of reported aggressor (if known): _____

☐ Check if this is the **First Incident**. ☐ Check if this has been **Ongoing**. For how long? _____

On what date(s) did the incident(s) happen (if known)? _____

Where did the incident happen? Check all that apply:

- ☐ Classroom ☐ Hallway ☐ Restroom ☐ Playground ☐ Locker room ☐ Lunchroom ☐ Sports field
☐ Parking lot ☐ School bus ☐ On-line ☐ Cell phone ☐ During a school activity ☐ Off school property
☐ On the way to/from school ☐ Other (please describe): _____

Please check below all that apply:

☐ Hitting, kicking, shoving, spitting, hair pulling, touching, grabbing or throwing something at student	☐ Getting another person to hit or harm the student	☐ Physical harm or threats
☐ Blocked movement	☐ Intimidation directed toward me	☐ Excluding or rejecting the student
☐ Making rude and/or threatening gestures	☐ Spreading harmful rumors or Gossip	☐ Making my environment feel threatening
☐ Making the student fearful, demanding money or exploiting	☐ Damage to my property	☐ Offensive writing or graffiti
☐ Pranks	☐ Disrespectful comments	☐ Derogatory comments
☐ Name calling	☐ Racial slur(s)	☐ Gender slurs
☐ Sexual orientation slurs	☐ Sexual stories/jokes	☐ Cyber bullying (calling, texting, emailing, social media posting, etc.)
☐ Repeated behavior	☐ Retaliation from a previous conflict	☐ Other, Describe:

Narrative Summary of Alleged Incident - include time, place, participants, and witnesses to the alleged violation.
(Continue on another page if needed):

Why do you think this occurred?

Were there any witnesses? ☐ Yes ☐ No **If yes, please provide their names:** _____

Did a physical injury result from this incident? ☐ Yes ☐ No **If yes, please describe:**

Was the targeted student absent from school as a result of the incident? ☒ Yes ☐ No **If yes, please describe:** _____

Are there any notes, pictures, texts, screen shots or other evidence of the event(s) you are reporting?
☐ Yes ☐ No **If yes, please describe (and attach):**

Is there any additional information you would like to share?

**Thank you for reporting.
Return Complaint Form to the School Principal.**