

**Port Angeles School District
Prohibition of Bullying, Harassment, Intimidation
Formal Complaint Process (3207F)
(3rd Party Complaint Form)**

Date of Written Report _____
Individual Making Complaint _____

Phone Number _____

Relationship To Alleged Victim _____

Name of Alleged Victim _____

School or Program Location _____

Date, Time and Location of Alleged Incident:

Names of Individuals Involved:

What happened? (Include as many details as possible, attaching additional pages if necessary)

Please list individuals who may have additional information pertaining to this incident.

To your knowledge, was law enforcement contacted regarding this incident?

When and where might additional incidents of this type be likely to occur?

Signature of Individual Completing This Form _____

Administrative Intervention

School Official Conducting Investigation: _____

Findings: _____

Action Taken: _____

Follow-Up Log (Contact with person harassed):

| Date | Person Contacted | Action Taken |
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