

Peninsula School District

Sexual Harassment Report Form

General Statement of Policy Prohibiting Sexual Harassment

Peninsula School District maintains a firm policy prohibiting all forms of discrimination based on sex. Sexual harassment against students or employees is a form of sexual discrimination. All persons are to be treated with respect and dignity. Sexual advances or other forms of sexual harassment by any person, male or female, which create an intimidating, hostile, or offensive environment will not be tolerated under any circumstances.

Complaint _____

Home Address _____

Home Phone _____

Date of Alleged Incident(s) _____

Name of person you believe sexually harassed you _____

List any witnesses that were present _____

Where did the incident(s) occur? _____

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any verbal statements (i.e., threats, requests, demands, etc.): what, if any, physical contact was involved; what did you do to avoid the situation, etc. (Attach additional pages if necessary.)

This complaint is filed based on my honest belief that _____ has created a sexually harassing or hostile school/work environment for me. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge and belief.

Complainant Signature _____ Date _____

(For Office Use Only)

Received By: _____ Date: _____

Action Taken: _____

Date: _____

Report Completed By: _____