

Student Bullying**FREMONT UNIFIED SCHOOL DISTRICT
BULLYING COMPLAINT FORM**

It is the intent of the Fremont Unified School District to provide a process for students, parents/guardians, and members of the community to address complaints of bullying to appropriate district personnel and to receive a prompt response to the complaint without fear of retaliation.

It is also the intent of the Fremont Unified School District 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 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 s/he is a victim of bullying should immediately contact a teacher, counselor, principal, administrator or staff person. Staff shall assist students and/or parents/guardians in completing the bullying complaint form, as requested.

PLEASE PRINT THE FOLLOWING:

School _____ Grade ____ Room _____ Student ID # _____

Student's Name _____ Date of Birth _____ Sex ☐ Male ☐ Female

Address _____ Phone _____

Date of Incident: _____ Time of Incident: _____

Location of Incident: _____

Did you report this incident of bullying? ☐ No ☐ Yes If yes, to whom?

Print the name of the person/s your complaint is about, including any witnesses, if applicable:

Please describe the incident you are reporting in as much detail as possible:

Attach any additional documents related to this complaint.

Student's Signature _____ Date _____

If you are completing this form on the behalf of a student, please print your name & relationship to the student:

Name _____ Relationship to Student _____

Please submit this form to the school principal with a copy to the Office of Student Support Services, 4210 Technology Drive – Room 123, Fremont, CA 94538. ***School staff is to respond to this complaint and provide the Director of Student Support Services with a summary of their investigation, all documentation and their remedy of the situation in writing.***

In the case of a complaint against a school principal, the Uniform Complaint Process must be followed as outlined in BP/AR 1312.1. The designated Compliance Officer for the District is the Assistant Superintendent of Human Resources, 4210 Technology Drive – Room 107, Fremont, CA 94538.