

Did you take any action in response to the incident(s)?  yes  no

If yes, what action did you take? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Were there any prior incidents?  yes  no

If so, describe any prior incidents. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you discussed the incident with the parties involved?  yes  no

If yes, on what date? \_\_\_\_\_

Have you discussed the incident(s) with the Supervising Teacher?  yes  no

If yes, on what date? \_\_\_\_\_

Remedy requested in resolving the incident(s). \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of complainant \_\_\_\_\_

Date \_\_\_\_\_

Signature of parent/legal guardian \_\_\_\_\_

Date \_\_\_\_\_