



**BALDWIN COUNTY PUBLIC SCHOOLS**  
*Building Excellence*

## Harassment Complaint Report Form

This report **MUST** be completed to file a complaint relating to an incident of alleged harassment. *(For the purpose of this form, harassment also includes violence, threats of violence, or intimidation by another student.)* This form should be submitted to the principal or the principal's designee either by mail or personal delivery.

COMPLAINANT'S NAME (Last, First, Middle)	SEX	GRADE
VICTIM'S NAME (Last, First, Middle)	SEX	GRADE
ACCUSED'S NAME (Last, First, Middle)	SEX	GRADE
SITE WHERE INCIDENT OCCURRED (i.e., locker room, playground, cafeteria, classroom, etc.)	School Name	
PRINCIPAL'S NAME	Date of Incident	

Describe the incident:

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Describe the location where the incident took place:

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List all witness names and grades:

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I agree that all of the information on this form is accurate and true to the best of my knowledge.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of person receiving Harassment Complaint Form

\_\_\_\_\_  
Date

**Thank you. If you fear a student is in IMMEDIATE danger, please contact the police immediately!**