

**Owego Apalachin Central School District
HARASSMENT AND/OR BULLYING COMPLAINT FORM**

The purpose of this form is to inform the district of an incident or series of incidents of bullying and/or harassment so we can investigate and take appropriate steps. **If you feel unsafe, or if your child feels that way, fill out this form, but we urge you to speak directly with your principal, by either visiting your main office, or calling the main office as soon as possible, so we can address your concerns.**

Student Name: _____ Student ID: _____ Grade: _____
School: _____

Describe the incident(s). Please include when and where it happened.

List the name(s) of the individual(s) accused of bullying and/or harassment.

Were there any witnesses? ___ Yes ___ No If yes, please list the names of the individual(s).

I certify that all statements on this form are accurate and true to the best of my knowledge.

Signature _____ Date _____

Please attach any supporting documentation (i.e., copies of emails, notes, photos, etc.).

Return this form to: ***Building Principal or DAC Coordinator***

Note on confidentiality: In order to investigate the complaint, the district will disclose the content of the complaint only to those persons who have a need to know. This form will not be shown to the accused student(s)/staff.