

# CHATHAM CENTRAL SCHOOL

## DASA "Purple" Incident Report Form

NAME OF PERSON ACCUSED IN THE COMPLAINT

NAME OF PERSON COMPLETING FORM

DATE \_\_\_\_\_

GRADE \_\_\_\_\_ HOMEROOM TEACHER \_\_\_\_\_

☐ Incident happened on school property ☐ Single Incident

☐ Incident happened at school sponsored event off school grounds ☐ Series of incidents

SUMMARY OF ALLEGATIONS: PLEASE GIVE A DETAILED DESCRPTION OF COMPLAINT INCLUDING INFORMATION SUCH AS: **WHO, WHAT, WHERE, WHEN AND WHY.**

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

HAVE YOU BEEN THREATENED BY ANYONE?      YES      NO

If yes, please explain:

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\*\*\*\*\***FOR OFFICE USE ONLY**\*\*\*\*\*

REFERRED TO:

WITNESSES/STATEMENTS:

DATE SEEN: \_\_\_\_\_

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RESOLUTION/ ACTION TAKEN:

DATE: \_\_\_\_\_

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PARENTS CONTACTED?

YES

NO

DATE CONTACTED \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Follow Up Date \_\_\_\_\_

Follow Up Notes \_\_\_\_\_

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