

Ozark City Schools
Ozark, Alabama
SEXUAL HARASSMENT REPORT FORM

General Statement of Policy Prohibiting Sexual Harassment:

The Ozark City Board of Education maintains a firm policy prohibiting all forms of discrimination based on sex. Sexual harassment against students and employees is discrimination. All persons are to be treated with respect and dignity. Sexual advances or other forms of personal harassment by any person, male or female, which creates an intimidating, hostile or offensive environment will not be tolerated under any circumstances.

Complainant: _____

Home Address: _____

Work Address: _____

Home Phone: _____

Work Phone: _____

Date of Alleged Incident(s): _____

Name of person you believe sexually harassed you: _____

List any witnesses that were present: _____

Where did the incident(s) occur? _____

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any verbal statements (i.e., threats, requests, demands, etc.); what, if any, physical contact was involved; what did you do to avoid the situation, etc. (Attach additional pages if necessary.)

This complaint is file based on my honest belief that _____ has sexually harassed me. I hereby certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge and belief.

Complainant's Signature

Date

Parent Signature if Complainant is a Minor

Date

Received by: _____

Date