

ACB-R2

INCIDENT REPORT PLAN

AND RESPONSE PLAN

VIOLENCE AND HARASSMENT

Name of person reporting incident:

Date of Incident:

Date reported:

Name of person incident reported
to:

Name of person (s) complaint filed against:

Description of the
incident:

Result of the
investigation:

Response
plan:

- Team formulates response plan and communicates plan to both parties

Options you may include, but not limited to:

- Educational interventions to increase sensitivity/respect
- Peer mediation
- Negotiation
- Behavioral contract
- Recommendation for disciplinary action
- Referral to the Superintendent
- Referral to the Discipline Committee
- Police Report

Name of Individual Preparing report

Submit this form the Superintendent's Office within 10 days of the incident.

Adoption Date: August 12, 1999

Reviewed/Approved: May 8, 2008