

Palisades Park School District

Confidential

Referral of Affirmative Action Incident/Complaint to A.A.O.

Building/School: _____

A.A.O: _____

Person referring is not to interview complainant or investigate

Date/Time informal complaint received: _____

Method of report: _____
(In person / written / fax / email / phone call)

Who made report: _____
(Name of student / employee / parent / volunteer / visitor)

Date of incident(s): _____

Alleged Victims(s): _____
(Identify name, job title / student / volunteer / visitor. If student is a victim provide age and sex)

Accused: _____
(Identify name, job title / student / volunteer / visitor. If student is a victim provide age and sex)

Allegation (provide short description):

Prepared by: _____ Job Title: _____

Date: _____ Signature: _____