

PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS  
14201 SCHOOL LANE  
UPPER MARLBORO, MARYLAND 20772

COMPLAINT OF ALLEGED DISCRIMINATION OR HARASSMENT

**STUDENT-STUDENT INCIDENT REPORT**

This form should be used by only the Regional Executive Director, Principal, Vice Principal, or Supervisor, or his/her designee, to report a complaint of alleged discrimination or harassment involving **student with student**. This form must be forwarded to the Director, Equity Assurance Office, with Appendix D and Appendix F.

Name of Complainant: \_\_\_\_\_

Name of Target \_\_\_\_\_

Name of Respondent: \_\_\_\_\_

School: \_\_\_\_\_ Date: \_\_\_\_\_

1. Location of Incident: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Description of Incident (Who, What, Where, When, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Your response to Incident: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Witness(es) to Incident? (List names) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Previous Incidents (Has this happened before?): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Is there anyone else who may have experienced the same problem? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Follow-up information from other students. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_