

Parent's/Guardian's Name

Address

Contact Information

Principal's Name

School Name

School Address

Request for Bullying/Harassment Investigation

Date _____

Dear Principal _____,

I am the parent of _____, whose birthdate is _____.

[If applicable: My child has an IEP or 504 Plan, therefore my child's Team needs to meet to address the bullying/harassment they are experiencing at school.

I need interpretation and translation services because I understand best in the following language(s) _____ . My child understands best in the following language(s) _____.]

My child is being bullied and/or harassed at school. I am therefore requesting an investigation and a prompt response from the school district to ensure that the bullying and harassment will stop. The harassment my child has experienced is severe, pervasive, and objectively offensive.

The harassment occurred on or around the following dates or general time periods:

The bullying/harassment took place in the following locations in or around school:

Witnesses of the bullying/harassment include (students and teacher/staff):

I believe the harassment may be related to my child's race, color, sex, status as a student who has a disability, sexual orientation, gender identity, or immigration status, status as a student who is pregnant or parenting, or other students' perception of these characteristics, **specifically:**

My child has experienced one or more of the following as a result of being bullied/harassed:

has unmet academic or behavior support needs:

avoided school, struggles to attend school, and/or certain classes:

felt uncomfortable and/or refrained from participating in class or extracurriculars:

withdrawn or is considering withdrawing from school:

other:

I request that the school interview all persons who were involved in or who witnessed the harassment. After the investigation, please report the findings to me and intervene with the student(s) responsible in order to ensure that the harassment stops, and my child receives any necessary supports to overcome the impacts of this bullying/harassment.

Should you have any questions about this request, please contact me at:

Sincerely,

Parent's/Guardian's Signature