

San Francisco Unified School District

School _____

Location of Incident _____

Date of Incident _____ Time of Incident _____

Names of Persons Involved:

Victim(s) & Ethnicity		Assailant(s) & Ethnicity		Witness(es) & Ethnicity	
V1		A1		W1	
V2		A2		W2	
V3		A3		W3	
V4		A4		W4	

CHECK ONE FROM THE FOLLOWING LIST:

- | | | | | |
|--|--|--|---|---|
| <input type="checkbox"/> Alcohol/drug possession | <input type="checkbox"/> Battery | <input type="checkbox"/> Hate Violence* | <input type="checkbox"/> Sexual Harassment** | <input type="checkbox"/> Tobacco use/possession |
| <input type="checkbox"/> Alcohol/drug use | <input type="checkbox"/> Burglary | <input type="checkbox"/> Property Damage | <input type="checkbox"/> Theft | <input type="checkbox"/> Weapon possession |
| <input type="checkbox"/> Arson | <input type="checkbox"/> Defiance/Disruption | <input type="checkbox"/> Robbery/Extortion | <input type="checkbox"/> Threats/Intimidation | |
| <input type="checkbox"/> Assault w/deadly weapon | <input type="checkbox"/> Graffiti | <input type="checkbox"/> Sex offense | <input type="checkbox"/> Other _____ | |

Describe Circumstances of Incident _____

Describe the Action Taken _____

Administrator Notified (name/title) _____ Date/Time _____

Caregiver notified **Yes**→ Prior to calling SFPD? **Yes** Telephone _____ Name _____

Name/Title of Person Making Contact _____

If the caregiver was NOT contacted, explain _____

Police called **Yes** By whom (name/title) _____

SFPD Officer's Name _____ Star # _____ SFPD Report # _____

Names of persons present during police interview of student(s) _____

SFUSD Student Injury Report Completed **Yes** Attach if "Yes"

Name/Signature of Person Completing Report _____

Title/Position _____ Date/Time _____

Name/Signature of Administrator Reviewing Report _____

Title/Position _____ Date/Time _____

FAX 1 COPY TO APPROPRIATE LEAD OFFICE.

SEND 1 COPY TO STUDENT SUPPORT SERVICES BY THE CLOSE OF BUSINESS ON DATE OF INCIDENT.

* **Incident of Hate Violence requires a Hate Violence Report.**

** **Incident of Sexual Harassment requires a Sexual Harassment Report.**

CONFIDENTIAL