

Rancho Buena Vista High School Report of Incident

NOTICE: THIS INFORMATION MUST BE 100% COMPLETE TO BE CONSIDERED AN OFFICIAL REPORT

Name of person writing this report: _____ Date report is written: _____

What is your connection to RBVHS (circle)? Student Parent Teacher Staff Other: _____

If parent, what is the best number to reach you? _____

If student, what grade? 9 10 11 12 If student, write your ID#: _____

Date of incident (include day, month and year): _____ Time of incident: _____

Specific location of incident: _____

Type of incident: Verbal/Written Harassment Physical Aggression Weapon Controlled Substance
Theft Vandalism Other

List the names of **ALL** of the people involved. Include full name and grade. _____

Describe what happened. Be specific. Focus on only the things you know for sure. If you are unsure, but have important information to share, use words such as: "I think, I feel, I guess, probably, etc..."

NOTE: SIGNATURE REQUIRED ON BACK

