

Attachment 3

Appendix A
Anonymous Reporting

1. Has the school been notified? YES ____ NO ____

2. If yes, what action was taken? _____

3. Who was the school contact? _____

If reporter answers "no" to question 1:

4. Is there a reason you did not contact the school?

Inform the reporter that the school will be contacted and that the reporter will be contacted for follow up.

Signature of Person Filing this Report: _____ Date _____

REMEMBER: Document Everything!