



## Investigator Use Only

### Action to prevent future incident(s):

- Restitution                      AND/OR                       Consequences
- Warning given of more severe consequences if another incident occurs.
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### Parent/guardian involvement or parent/guardian notification given? *(And relevant information)*

- Yes                                       No
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### Copy/Routing of report to:

- Copy to Human Resources     Site discipline file                       Transportation Department

### Incident:

- 1st                                       2<sup>nd</sup> or more

### Retaliation warning given to all students involved:

- Verbal                                       Written

### Findings (please explain):

- Substantiated                       Not Substantiated                       Unable to Substantiate  
(does not mean beyond a reasonable doubt)
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### Tennessee Warning given? *(Refer to the box below for an explanation.)*

- Yes                                       No

#### **NOTE:**

Tennessee warning is given to students if information requested is private data about themselves. Tell them:

1. "I am interviewing you to collect some information about (*the incident*);
2. You do not have to talk to me about it if you do not want to, but if you do not I will have to make my decision without your information;
3. Information will be used to determine what happened and any action the school district needs to take; and
4. I will try to keep this as private as possible, but I may have to talk to the principal or other school officials."

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