

**PAMPA INDEPENDENT SCHOOL DISTRICT (PISD)  
STUDENT COMPLAINT FORM INSTRUCTIONS  
FOR REPORTING INCIDENTS  
OF DATING VIOLENCE AND SEXUAL VIOLENCE**

Dating violence is defined as the intentional use of physical, sexual, verbal, or emotional abuse by a person to harm, threaten, intimidate, or control another person in a dating relationship. Dating violence is a pattern of coercive behavior that one partner exerts over the other for the purpose of establishing and maintaining power and control.

Sexual violence is defined as sexual assault, sexual abuse, or sexual stalking of a minor child or teenager, including sexual violence committed by perpetrators who are strangers to the victim and by perpetrators who are known or related by blood or marriage to the victim. This definition includes behavior including but not limited to incest, molestation, child abuse, stranger rape, and non stranger rape.

A PISD administrator or school counselor/social worker, who receives a report of dating violence or sexual violence, will address the following issues with the student, who was the victim of the reported behaviors, in a private meeting, before assisting the student in completing the Student Complaint Form.

**YOUR RIGHT TO FILE A COMPLAINT**

The policy of the PISD is that all students and employees will be free from dating violence and sexual violence. All charges of dating violence and sexual violence are to be taken very seriously by students, faculty, staff, administration, and parents/ guardians. The PISD will take every reasonable effort to handle and respond to every charge and complaint filed by students and employees in a fair, thorough, and just manner. Every reasonable effort will be made to protect the due process rights of all victims and alleged perpetrators.

**STUDENT COMPLAINT FORM INSTRUCTIONS**

Please use the Student Complaint Form to report dating violence or sexual violence so that school officials may investigate and take appropriate actions to increase your safety at school and school-related activities.

Please complete the Student Complaint Form and provide as much detailed information as possible so that your complaint may be properly investigated.

It is important that you report the facts as accurately and completely as possible and that you cooperate fully with the person(s) designated to investigate your complaint.

**Where to file:** Student Complaint Forms will be available from any administrator or school counselor/social worker.

**Confidentiality:** To conduct this investigation in a confidential manner, the school will disclose the contents of your complaint only to those persons who have a need to know of your complaint. By signing the complaint form, you authorize the school to disclose, as needed, the information you have provided, and may provide in the future, regarding your complaint. Your complaint form **will not** be shown to the alleged perpetrator.

**Retaliation prohibited:** Retaliation against a person who files a formal complaint is strictly prohibited and is grounds for disciplinary action, including but not limited to detention, suspension, and/or expulsion.

Pampa ISD does not discriminate on the basis of race, color, national origin, sex disability, or age.

El Distrito de la Escuela Independiente de Pampa (PISD) no discrimina en base a raza, color, origen nacional, sexo, discapacidad, o edad.

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