

Acalanes Union HSD

Exhibit

Uniform Complaint Procedures

E 1312.3

Community Relations

UNIFORM COMPLAINT FORM

In accordance with Board Policy 1312.3, the school district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination on the basis of ethnicity, religion, gender, age, sexual harassment, color, physical/mental disability, or failure to comply with state or federal law in adult, basic education, consolidated categorical programs, child nutrition and special education programs.

Last Name	First Name	Middle
-----------	------------	--------

Address	City, Zip	Phone
---------	-----------	-------

Name of Person Against Whom Complaint is Made: _____

Name	Work Location	Position
------	---------------	----------

Nature of Complaint (Attach additional pages as necessary):

Has the complaint been discussed with the person names in this matter?

If yes, list date(s): _____

Results of these discussions: _____

Remedy Sought:

Response Requested? _____

Signature: _____ Date: _____

This completed form must be submitted no later than six months from the date of the alleged discrimination to: AUHSD Human Resources, 1212 Pleasant Hill Rd., Lafayette, CA 94549, Voice: 925.280.3900 Fax: 925.280.3903

Exhibit ACALANES UNION HIGH SCHOOL DISTRICT
version: December 11, 2002 Lafayette, California
revised: August 26, 2009