

# BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT

Office of Affirmative Action

580 Erial Road, Blackwood, New Jersey 08012-4550

(856) 227-4106 • Fax (856) 227-6835

[www.bhprsd.org](http://www.bhprsd.org)

## Discrimination/Harassment Complaint Form

### Complaint Information

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(First) (M.I.) (Last)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Department: \_\_\_\_\_ Title: \_\_\_\_\_

Location: \_\_\_\_\_ Work Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

I prefer to be contacted at the following: \_\_\_ E-Mail \_\_\_ Work Address \_\_\_ Home Address

### Discrimination or Harassment Based on:

- ☐ Race
- ☐ Creed
- ☐ Gender
- ☐ Religion
- ☐ Age
- ☐ National Origin
- ☐ Color
- ☐ Affectional or Sexual Orientation
- ☐ Ancestry
- ☐ Genetic Information
- ☐ Pregnancy
- ☐ Sexual Harassment
- ☐ Military Service
- ☐ Marital/domestic partnership/civil union status
- ☐ Disability
- ☐ Retaliation for Having Previously Filed an Affirmative Action Complaint
- ☐ Gender Identification or expression
- ☐ Other (Specify) \_\_\_\_\_

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT**  
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**Accused Information:**

Name (First, Middle, Last)

Title

## Location

[illegible]

### Discrimination History:

First Date of this particular act of discrimination \_\_\_\_\_

Witness Information (for the present alleged incident):

[illegible]

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT**  
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Have you reported this allegation of harassment or discrimination to any supervisor or administrator? If so, please indicate to whom, when, and what was the result:

Name	Title	Date	Disposition
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**Nature of Charge:**

In detail, explain the *Nature of the Charge*, including name(s) of person(s) involved (attachments may be used if necessary):

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**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT**  
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**Resolution:**

What corrective action are you seeking?

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Have you ever filed a Discrimination/Harassment complaint in the past? If so, please provide the following information:

Type of complaint	Date Filed	Substantiated or Unsubstantiated
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<hr/>	<hr/>	<hr/>
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Certification: I certify that the foregoing information is correct to the best of my knowledge.

Complainant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT**  
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**To be completed by the building Affirmative Action Officer**

Findings:

\_\_\_\_\_ ALLEGATION(S) HAS BEEN FOUND TO BE SUPPORTED BY AFFIRMATIVE ACTION  
HARASSMENT GUIDELINES

\_\_\_\_\_ ALLEGATION(S) HAS NOT BEEN FOUND TO BE SUPPORTED BY AFFIRMATIVE ACTION  
HARASSMENT GUIDELINES

DATE: \_\_\_\_\_

\_\_\_\_\_  
Affirmative Action Building Representative

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Attach to the form a written summary of your investigation including date of interviews. Please also be sure that you have responded to both parties within ten (10) day in writing with the results of your investigation.